

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
January 23, 2018
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. BOARD DISCUSSIONS

1. Resolution in Opposition to Senate Bill 405 and House Bill 1258
2. Appropriation of Funding - Capital Improvement Program Fund - \$648,847 Contract Award - Replacement Fire Pumper
3. Pocahontas Trail Corridor Study Update
4. Pre-budget Discussion

D. CLOSED SESSION

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia and pertaining to the Planning Commission and the Thomas Nelson Community College Board

E. ADJOURNMENT

1. Adjourn until 5 p.m. on February 13, 2018 for the Regular Meeting

ITEM SUMMARY

DATE: 1/23/2018

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Resolution in Opposition to Senate Bill 405 and House Bill 1258

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	1/23/2018 - 9:22 AM

MEMORANDUM

DATE: January 23, 2018
TO: The Board of Supervisors
FROM: Adam R. Kinsman, County Attorney
SUBJECT: Resolution in Opposition to Senate Bill 405 and House Bill 1258

The General Assembly will consider Senate Bill 405 and House Bill 1258 at its 2018 Session. If adopted in their current form, these bills will remove local control over certain telecommunication structures. Representatives from the Virginia Association of Counties have requested that their member Boards adopt a resolution in opposition to this loss of local zoning control.

A resolution in opposition is attached for your consideration.

ARK/nb
SBill405-HBill1258-mem

Attachment

RESOLUTION

RESOLUTION IN OPPOSITION TO SENATE BILL 405 AND HOUSE BILL 1258

- WHEREAS, in the 2017 General Assembly Session localities worked with the telecommunications industry (the “industry”) to pass Senate Bill 1282, which was a compromise Bill providing a pathway to small cell telecommunications facilities to be located on existing structures; and
- WHEREAS, the Virginia Municipal League, the Virginia Association of Counties, and the industry representatives agreed to discuss how to assist underserved areas after the 2017 General Assembly Session; and
- WHEREAS, the industry representatives did not engage in meaningful discussions regarding underserved areas and only wanted to discuss a further erosion of local land use authority regarding new structures; and
- WHEREAS, House Bill 1258 and Senate Bill 405 (together, the “legislation”) introduced in the 2018 General Assembly Session propose to eliminate most local control over the installation and operation of new communication structures and the replacement of current technology; and
- WHEREAS, the legislation mandates a ministerial process that eliminates the ability for local officials, residents and businesses to have meaningful input into decisions affecting the character of their own communities; and
- WHEREAS, the legislation moves decision-making authority from the community and local elected officials to corporations that install wireless equipment; and
- WHEREAS, wireless equipment installations can have significant health, safety and aesthetic impacts that should be carefully and thoughtfully considered by local officials, residents and businesses.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, directs the Clerk to send a copy of this Resolution to Senators: T. Montgomery Mason, Thomas K. Norment, Jr. and Ryan T. McDougle; Delegates: Terry G. Kilgore, Michael P. Mullin and Brenda L. Pogge; Governor Ralph S. Northam, the Virginia Municipal League, and the Virginia Association of Counties.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	___	___	___
ICENHOUR	___	___	___
SADLER	___	___	___
HIPPLE	___	___	___
LARSON	___	___	___

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of January, 2018.

SBill405-HBill1258-res

ITEM SUMMARY

DATE: 1/23/2018

TO: The Board of Supervisors

FROM: Ryan Ashe, Fire Chief

SUBJECT: Appropriation of Funding - Capital Improvement Program Fund - \$648,847 Contract Award - Replacement Fire Pumper

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	1/18/2018 - 11:30 AM

MEMORANDUM

DATE: January 23, 2018

TO: The Board of Supervisors

FROM: Ryan Ashe, Fire Chief

SUBJECT: Appropriation of Funding - Capital Improvement Program Fund - \$648,847
Contract Award - Replacement Fire Pumper

The James City County Fire Department currently maintains a fleet of eight fire pumpers to support its operations. On December 31, 2017, one of these pumpers was damaged in an accident and was removed from service. There is now a reserve unit running in the place of the damaged pumper, with the total fleet now at seven. Risk Management and Financial and Management Services have worked with the Virginia Association of Counties Group Self-Insurance Risk Pool (VACoRP) adjusters to determine that the pumper is a total loss. As such, the County is expecting insurance proceeds from VACoRP in the amount \$648,847. This funding will allow the Fire Department, if approved, to replace the damaged fire pumper with a new unit to maintain its eight-pumper fleet.

The Fire Department and Purchasing have worked with Atlantic Emergency Solutions to propose an additional fire pumper to be added to the existing contract award approved by the Board at its May 9, 2017 meeting. The replacement fire pumper currently on order is scheduled to begin production at the end of this month. This proposal would allow for an additional pumper to begin production along with the unit already on order. Both of these units would be delivered together in the April-May timeframe and would significantly reduce the lead time associated with typical orders.

In addition, Atlantic Emergency Solutions has quoted the additional replacement pumper at the same cost as the unit ordered in FY 2017 (\$639,829). As with the FY 2017 order, the County will have the option for a pre-payment, which will achieve an additional cost savings of \$9,350. Staff believes that the proposal set forth to be the optimal solution to replace the damaged unit, as it minimizes fleet downtime and also achieves fiscal efficiency consistent with Strategic Plan Goal No. 7.

The attached resolution appropriates the insurance proceeds in the amount of \$648,847 to the Capital Improvement Program fund, as well as awards an additional contract to Atlantic Emergency Solutions in the amount of \$639,829 for an additional replacement fire pumper.

RA/nb
RplmtFirePmpr-mem

Attachment

RESOLUTION

APPROPRIATION OF FUNDS - CAPITAL IMPROVEMENT PROGRAM FUND - \$648,847

CONTRACT AWARD - REPLACEMENT FIRE PUMPER - \$639,829

WHEREAS, James City County has been awarded insurance proceeds from the Virginia Association of Counties Group Self-Insurance Risk Pool (VACoRP) in the amount of \$648,847; and

WHEREAS, the funds serve as compensation for a fire pumper which was deemed a total loss after an accident; and

WHEREAS, Atlantic Emergency Solutions has proposed a contract for a replacement fire pumper in the amount of \$639,829.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following budget appropriation to the Capital Improvement Program fund and awards a contract for a replacement fire pumper to Atlantic Emergency Solutions in the amount of \$639,829.

Revenue:

FY 18 Replacement Fire Pumper	<u>\$648,847</u>
-------------------------------	------------------

Expenditure:

FY 18 Replacement Fire Pumper	<u>\$648,847</u>
-------------------------------	------------------

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of January, 2018.

ITEM SUMMARY

DATE: 1/23/2018

TO: The Board of Supervisors

FROM: Alex Baruch, Planner, and Tammy Mayer Rosario, Principal Planner

SUBJECT: Pocahontas Trail Corridor Study Update

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	1/3/2018 - 5:02 PM
Development Management	Holt, Paul	Approved	1/3/2018 - 5:03 PM
Publication Management	Burcham, Nan	Approved	1/3/2018 - 5:03 PM
Legal Review	Kinsman, Adam	Approved	1/8/2018 - 12:00 PM
Board Secretary	Fellows, Teresa	Approved	1/16/2018 - 10:57 AM
Board Secretary	Purse, Jason	Approved	1/16/2018 - 4:29 PM
Board Secretary	Fellows, Teresa	Approved	1/16/2018 - 4:35 PM

MEMORANDUM

DATE: January 23, 2018
TO: The Board of Supervisors
FROM: Alex Baruch, Planner
Tammy Mayer Rosario, Principal Planner
SUBJECT: Pocahontas Trail Corridor Study Update

As part of the process for the Pocahontas Trail Corridor Study, staff and its consultant, RK&K, will be providing periodic updates to the Planning Commission and Board of Supervisors. At the January 23 Board of Supervisors work session, RK&K will give an overview of the process to date and highlight the next steps as the study progresses into its next phase of development.

Process To-Date

James City County, the Virginia Department of Transportation (VDOT) and RK&K began the first phase of the corridor study in August 2017, collecting data and reviewing the characteristics of the corridor in terms of its traffic operations/congestion, safety, connectivity/access, multi-modal elements and land use/development. RK&K subsequently worked with the County and VDOT to present this information to two committees: a technical committee comprised of various agency stakeholders and a steering committee comprised of neighborhood, church and business representatives along the corridor. These committees provided feedback on the technical analysis and shared their perspectives on their vision for the corridor.

Following the technical analysis and work with the committees, staff and the consultant solicited broader public input on the existing conditions and desired improvements. The efforts included a public workshop held November 16 at the Abram Frink Community Center as well as small group sessions at James River Elementary School and Colonial Manor. The public was also invited to follow the process and provide input via the corridor study website (<http://www.jamescitycountyva.gov/PocTrailStudy>). All input has been and will continue to be used to help develop and assess options for improving the corridor.

Next Steps

Over the next few months, the consultant will be working through the second phase of the study: developing concepts for improving the corridor. The possible improvements will be evaluated against a number of factors and the committees and public will be invited to review and discuss the concepts at a second public workshop on January 24 at Little Zion Baptist Church.

During the third and final phase of the study, the consultant will use this input, as well as additional analysis, to refine the concepts and develop a recommended approach to phase different elements of the concepts to address the community's key priorities first. Staff will bring information and updates to the Policy Committee and Board of Supervisors again before moving onto final recommendations in May/June.

Conclusion

Staff and its consultant, RK&K, will present this information at the Board of Supervisors work session and would welcome any discussion and questions the Board may have.

AB/TMR/nb
PTrailStdy-mem

Attachment:

1. Presentation



*James City County
Board of Supervisors*

January 23, 2018

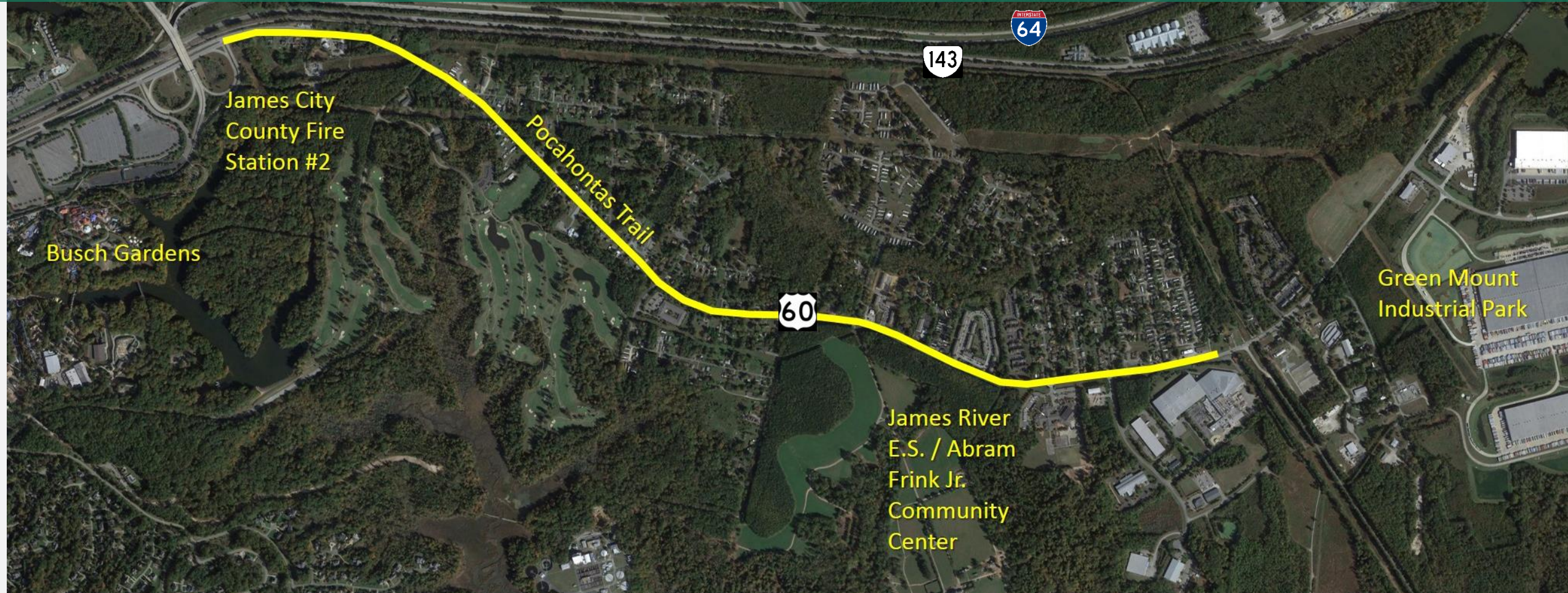
PREPARED FOR:



PREPARED BY:



Study Corridor



TECHNICAL COMMITTEE

JAMES CITY COUNTY

Paul Holt

Community Development/Planning

Tammy Rosario

Planning Division

Alex Baruch

Planning Division

VIRGINIA DEPARTMENT OF TRANSPORTATION

Emmanuel Darko

Hampton Roads District
Location and Design Division

Angela Biney

Planning

Ken Shannon

Williamsburg Residency

Ryan Ashe

Fire Department

John Carnifax

Parks & Recreation Department

Darryl Cook

Stormwater & Resources Protection Div.

Monique Marchand

Police Department

Josh Moore

Williamsburg Area Transit Authority

Ted Moreland

Historic Triangle Bicycle Advisory Committee

Marcellus Snipes

Williamsburg-James City County Schools

Dion Walsh

James City Service Authority

Barbara Watson

Social Services Department

CONSULTANTS

Jeff Kuttesch

RK&K

Melissa Manalo

RK&K

Leo Rutledge

RK&K

Owen Peery

RK&K

Technical Advisory Committee



JAMES CITY COUNTY

Paul Holt

Community Development/Planning

Tammy Rosario

Planning Division

Alex Baruch

Planning Division

CONSULTANTS

Jeff Kuttesch

RK&K

Melissa Manalo

RK&K

Leo Rutledge

RK&K

Owen Peery

RK&K

STEERING COMMITTEE

Glenn Carter

James Curtis

Alan Doucet

George Drummond

Kirkland Goddard Sr.

Gloria Hill

Pat McCormick / Thomas McCormick

Danny Schmidt

Rob Till

Tracy Williams / Eric Williams

VIRGINIA DEPARTMENT OF TRANSPORTATION

Emmanuel Darko

Hampton Roads District

Location and Design Division

Ken Shannon

Williamsburg Residency

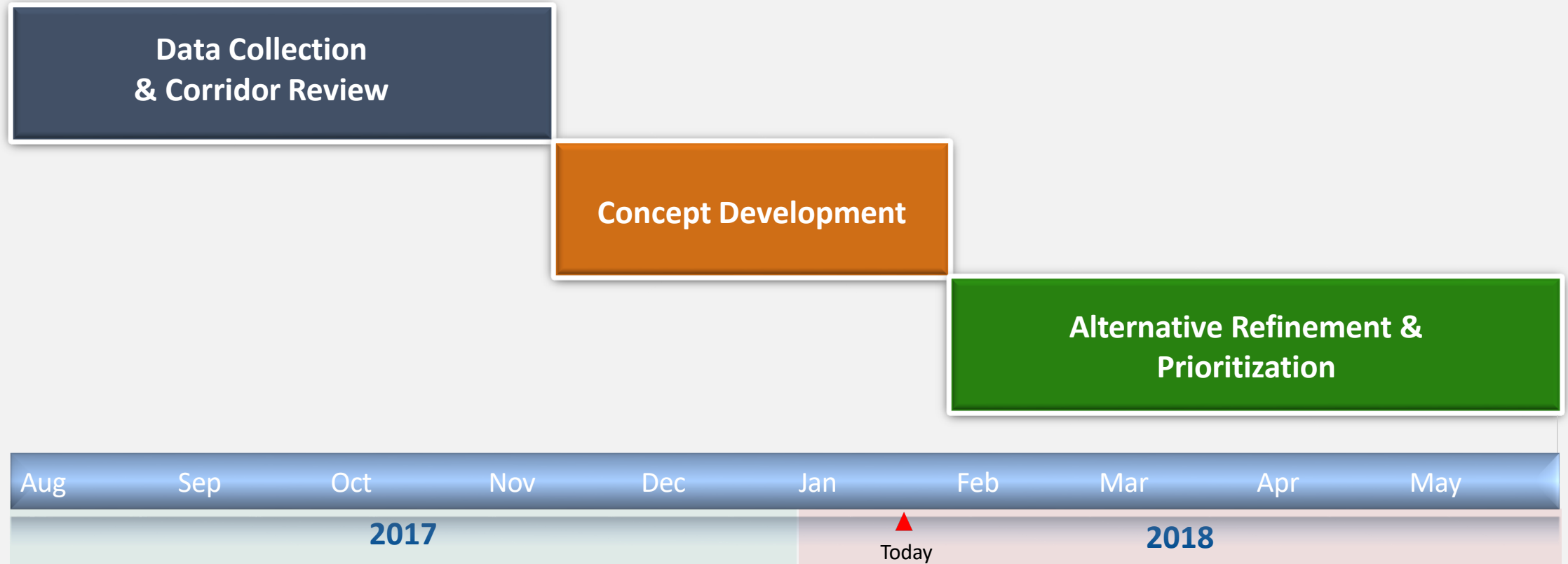
Steering Committee



Study Scope

Re-assess the Pocahontas Trail corridor and engage the community to identify key transportation needs and define a vision for the future of the corridor. Identify feasible, context sensitive multi-modal transportation improvements to address the community's needs and enhance the quality of life for area residents and users of the corridor. Develop concepts, including cost estimates, to implement the desired improvements and recommend strategies to prioritize improvements along the corridor.

Study Schedule



Anticipated Completion: May 2018

What We Found

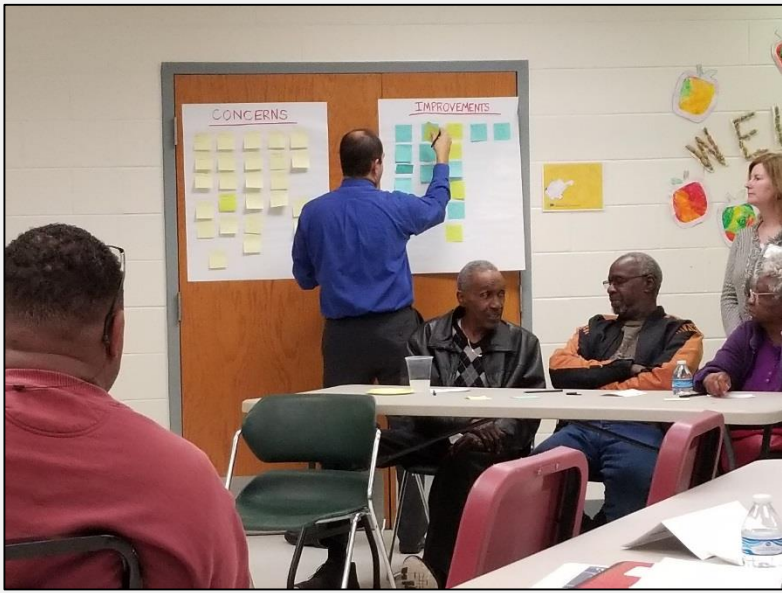
Corridor Review Areas

- Traffic Operations / Congestion
- Safety
- Connectivity / Access
- Multi-Modal Elements
- Land Use / Development / Other Projects

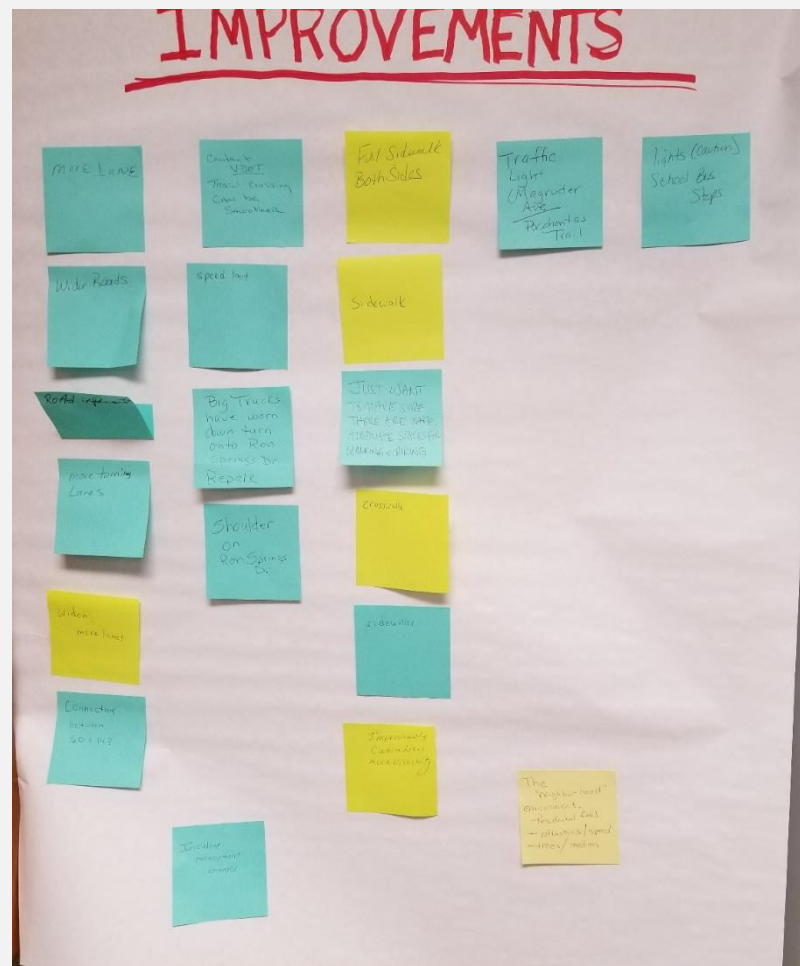
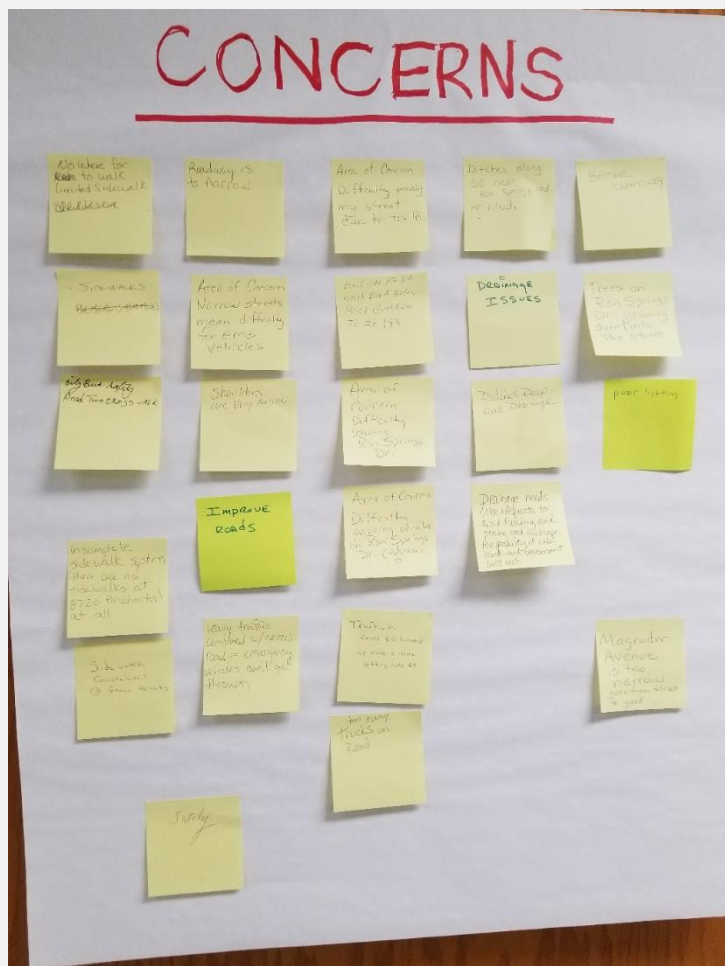
What We Heard

Public Input Opportunities

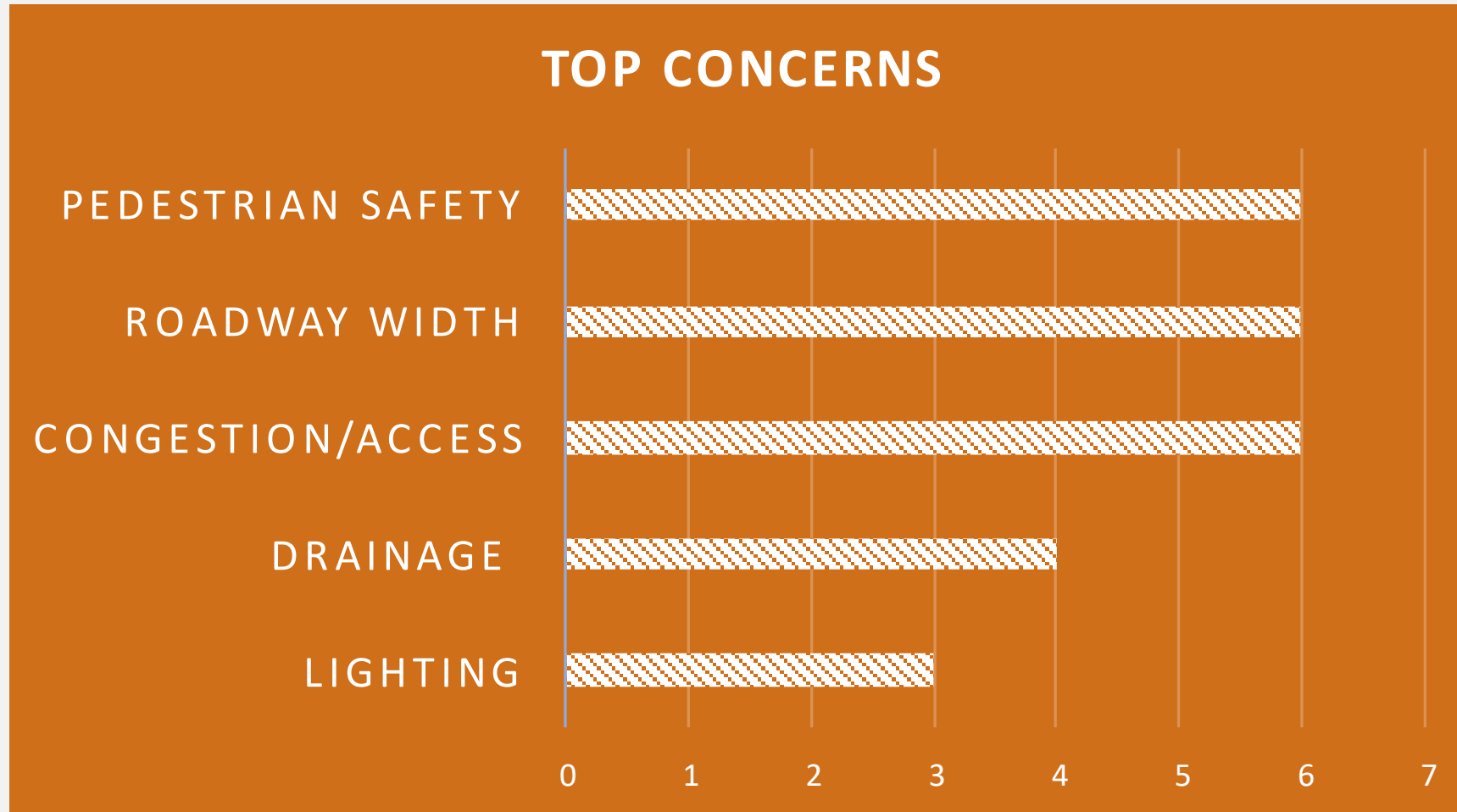
- ✓ Technical Committee – Oct. 31, Dec. 11, Jan. 8
- ✓ Steering Committee – Nov. 2, Dec. 13, Jan. 18
- ✓ Public Workshop – Nov. 16
- ✓ Small Group Sessions – James River E.S.; Colonial Manor
- ✓ JCC Planning Commission – Policy Committee – Jan. 11



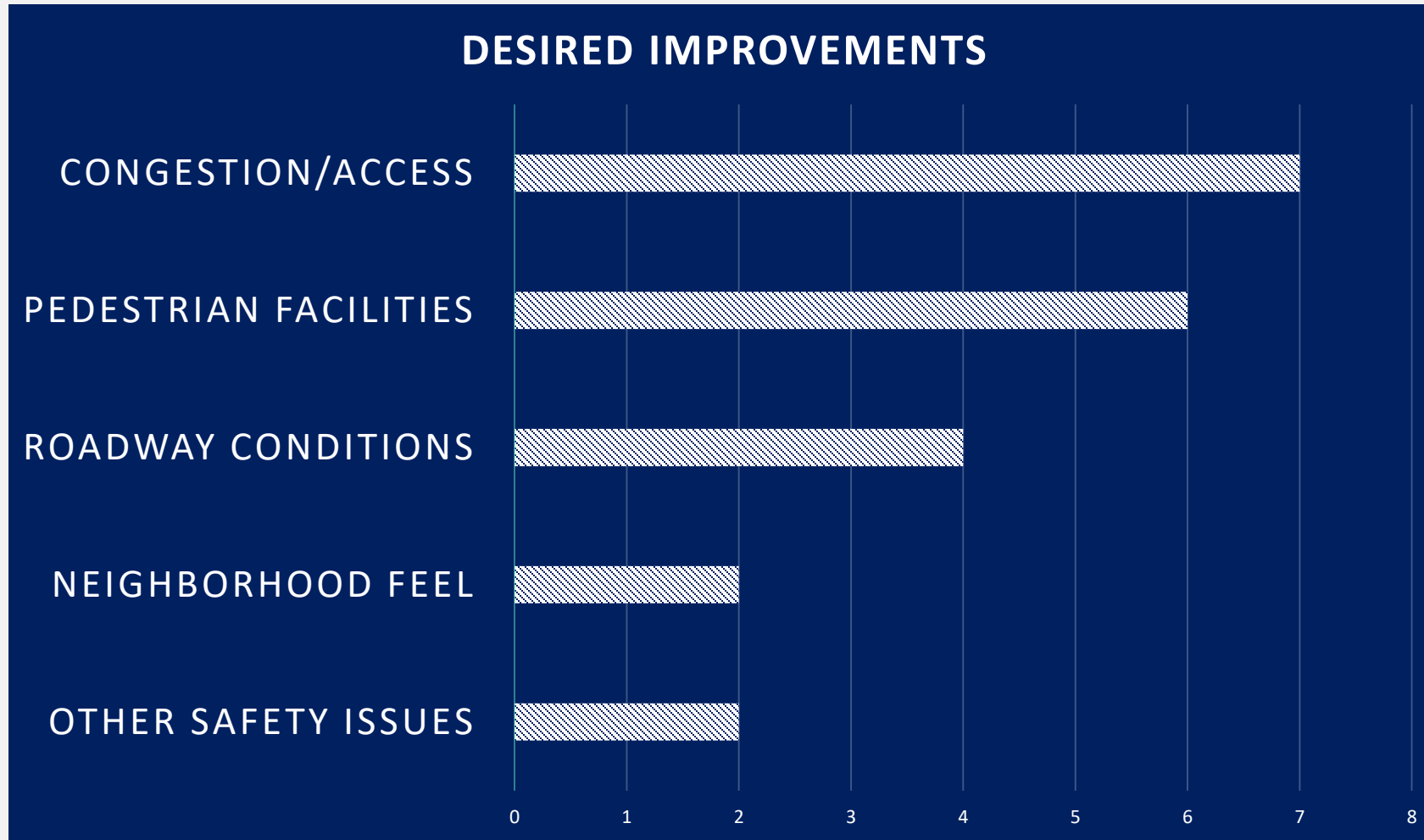
Public Workshop Feedback



Public Workshop Feedback



Public Workshop Feedback



Build A Street Activity



Build A Street Activity



Build A Street Activity



Build A Street Activity



Common Elements from Workshop

Widen Road / Add Turn Lanes

Pedestrian Facilities on Both Sides

Buffer Space between Cars/Trucks &
Other Users

Bus Shelters / Bus Pull-off Areas

Neighborhood Feel & Aesthetic
Features (Lighting / Landscaping)

Concepts Considered

- Off-Alignment Improvements
 - Northern Bypass
 - Additional Connections to Route 143
 - Bicycle / Pedestrian Trail Alternatives
- Improve Pocahontas Trail along Existing Alignment
 - Turn Lanes
 - Pedestrian / Bicycle Facilities
 - Create the Desired “Neighborhood” Feel

Illustrative Concepts

- First step in trying to implement the vision we heard from the community
- Preliminary Typical Sections and Alignments – dimensions are flexible
- Cover a range of scenarios – but not all possible options
- Provide a sense for the scale of improvements and magnitude of potential impacts

Illustrative Concepts

- Base options for the corridor
- We will build off these to incorporate additional improvements
 - Bus shelters
 - Bus Pull-offs
 - Crosswalk Locations
 - Intersection Improvements
- Enhance these to include lighting, landscaping and other features

Illustrative Concepts

- Remember: The goal is define the vision for the corridor (what specific elements the community wants and need). We will then need to prioritize and identify smaller projects which can be implemented over time, building up to this overall vision.

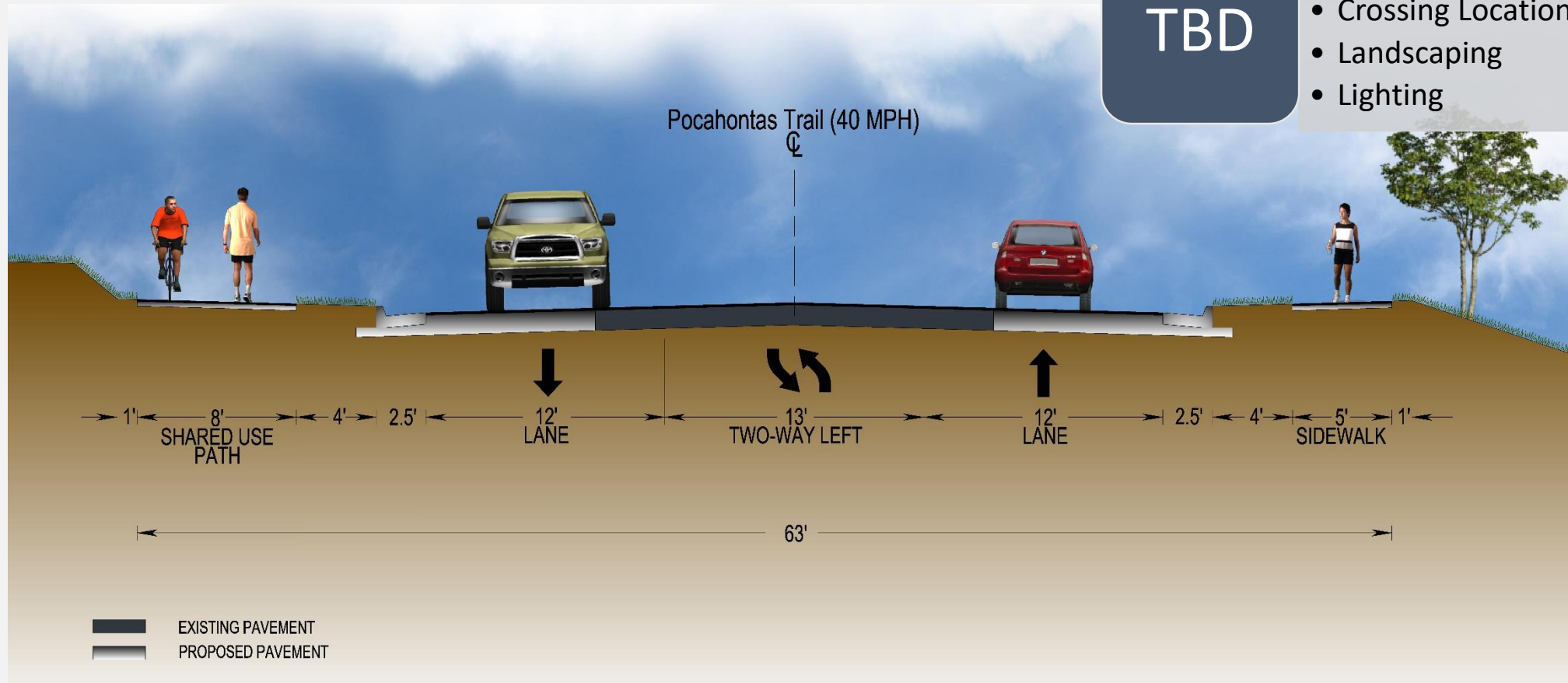
3 Lane with Shared Use Path Conceptual Typical Sections

Yes

- Center Turn Lane
- Pedestrian Facilities on Both Sides
- Buffer Space

TBD

- Bus Shelters / Bus Pulloffs
- Crossing Locations
- Landscaping
- Lighting



3-Lane with Bike Lanes Conceptual Typical Section

Yes

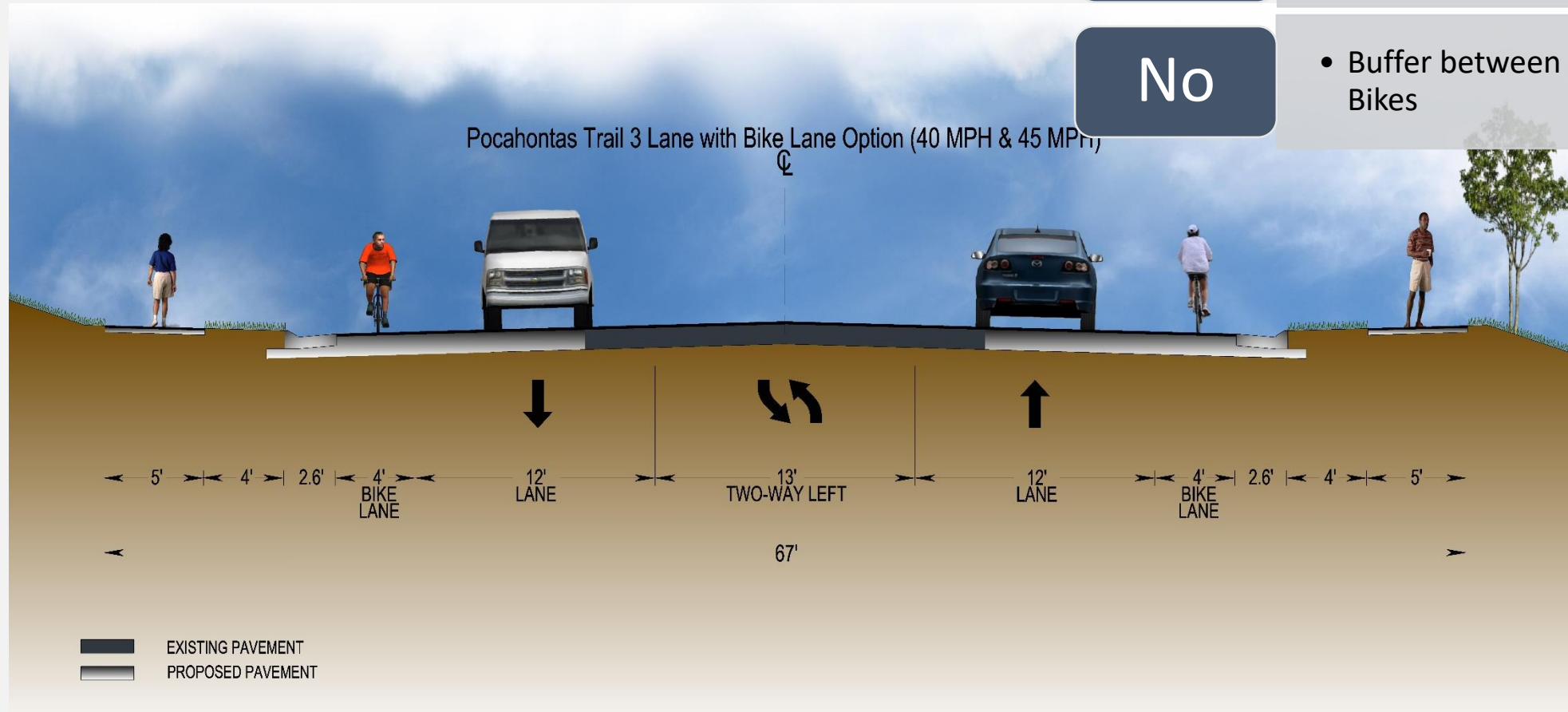
- Center Turn Lane
- Pedestrian Facilities on Both Sides

TBD

- Bus Shelters / Bus Pulloffs
- Crossing Locations
- Landscaping & Lighting

No

- Buffer between Cars and Bikes



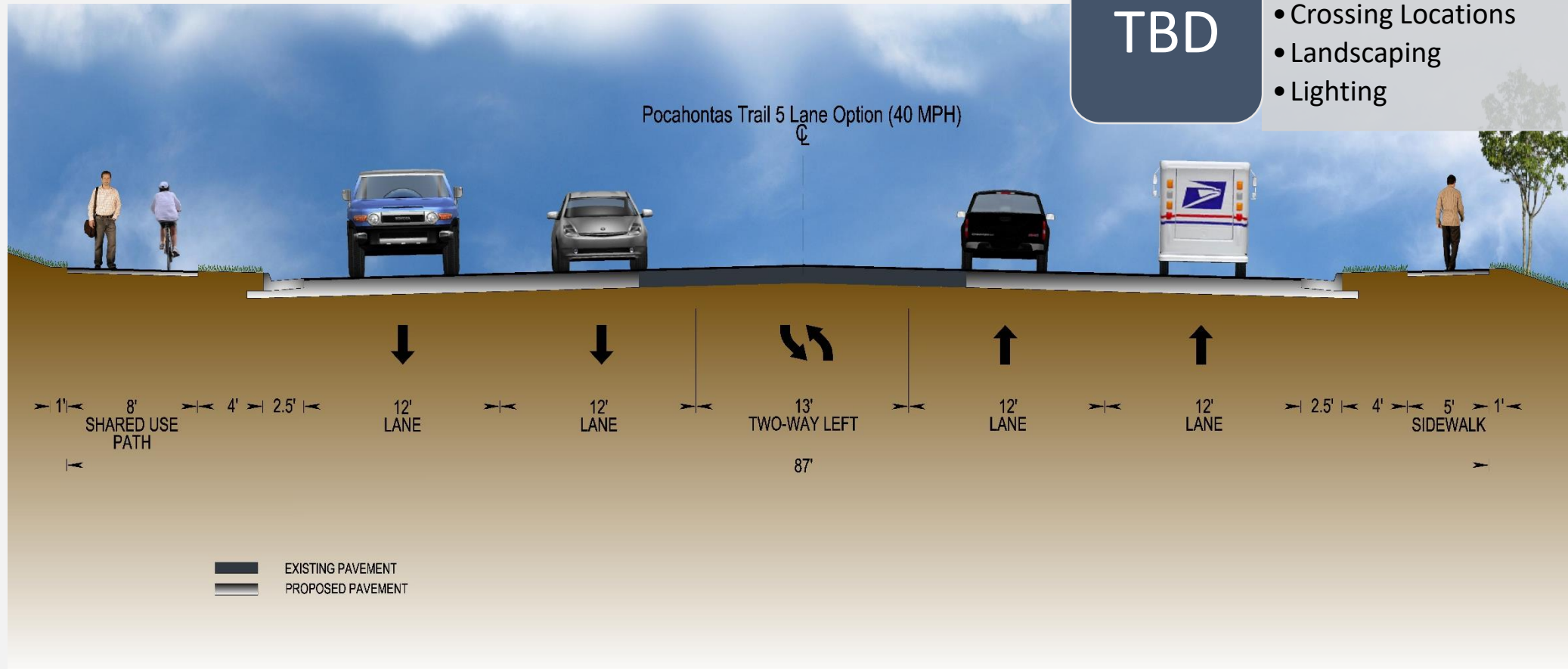
5-Lane with Shared Use Path Conceptual Typical Section

Yes

- Additional Through Lanes
- Center Turn Lane
- Pedestrian Facilities on Both Sides
- Buffer Space

TBD

- Bus Shelters / Bus Pulloffs
- Crossing Locations
- Landscaping
- Lighting



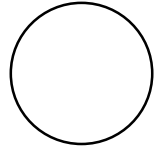
Comparison of Options

		3-Lane with Shared Used Path	3-Lane with Bike Lanes	5-Lane with Shared Use Path
Vehicular Enhancements	Center Turn Lane	✓	✓	✓
	Additional Through Lanes	✗	✗	✓
Non-Vehicular Enhancements	Pedestrian/Bicycle Facilities	✓	✓	✓
	Pedestrian crossing distance*	42'	50'	66'
Safety	Separation Between Modes	✓	✗	✓
	Access for Emergency Vehicles	✓	✓	✓
Aesthetics	Landscaping / Lighting	✓	✓	✓
	Neighborhood Feel	✓	✓	✗
Right-of-Way	ROW Width*	63'	68'	87'
	Parcels Impacted - Partial (Total)	66 (3)	69 (4)	88 (11)
* = Dimensions are preliminary for demonstrative purposes only				



- Continue Refining Improvement Concepts
- Public Workshop #2 – January 24, 2018
 - 6:30 – 8 PM (Little Zion Baptist Church)

Public Workshop #2 – January 24, 2018



CONCERNED ABOUT TRAFFIC AND SAFETY ON POCAHONTAS TRAIL?

We Need Your Help

Be a part of the solution for future transportation improvements. Come to our next workshop and learn more about a study underway on these issues. Get informed about potential improvement concepts, give input and help create a vision for the corridor's future.

Public Workshop
Wednesday, January 24, 2018
6:30 – 8:00 PM

Little Zion Baptist Church
8625 Pocahontas Trail
Williamsburg, VA

Light refreshments will be served

Want to Learn More?

<http://www.jamescitycountyva.gov/PocTrailStudy>

Have Questions or Comments?

Email planning@jamescitycountyva.gov

or

call 757-253-6685



Outreach Strategies:

- Flyers
- Door Hangers
- Website Email Updates
- WATA Posters

Potential Activities:

- Review of Concepts
- Interactive Feedback (Crossing Locations, Bus Pullofs)
- Visual Preference Surveys
- Priority Rankings



CONCERNED ABOUT TRAFFIC AND SAFETY ON POCAHONTAS TRAIL?

Be part of the solution for future transportation improvements. Based on feedback from the public at our previous workshop, we have developed several preliminary improvement concepts. Join us at our next workshop to learn about these concepts, provide feedback, and help shape the vision for the corridor's future.

Wednesday, January 24, 2018, 6:30 p.m. - 8:00 p.m.

Little Zion Baptist Church
8625 Pocahontas Trail | Williamsburg, VA 23185

**Light refreshments will be served*

<http://www.jamescitycountyva.gov/PocTrailStudy>

Questions or comments?

Email planning@jamescitycountyva.gov or call 757-253-6685





Study Website:

<http://www.jamescitycountyva.gov/PocTrailStudy>

Email: planning@jamescitycounty.gov

Call: 757-253-6685



ITEM SUMMARY

DATE: 1/23/2018
TO: The Board of Supervisors
FROM: Jason Purse, Assistant County Administrator
SUBJECT: Pre-budget Discussion

ATTACHMENTS:

	Description	Type
📎	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	1/16/2018 - 1:43 PM



County Pre-Budget Work Session

January 23, 2018

Agenda



- Financial Update
- Strategic Plan Update
- Budget Cycle Timeline





Financial Update

FY 2017 General Fund Results



	FY 2017 Budget	FY 2017 Actual	FY 2017 Variance
Revenues	\$193,465,000	\$195,172,799	\$1,707,799
Spending & Commitments	\$193,465,000	\$191,543,264	\$1,921,736

Notes:

- \$1,121,494 increase Health Insurance Reserve
- \$586,604 to Capital Reserve
- Remaining to Fiscal Liquidity

FY 2017 General Fund Results



Revenues exceeding budget highlights:

- Real Property \$1,008,000
- Personal Property \$ 841,000
- Business Licenses \$ 906,000

General Fund Revenues



	FY 2018 Budget	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate
General Property Taxes	\$129.1	\$130.0	\$132.9	\$135.2
Other Local Taxes	\$23.4	\$23.9	\$24.2	\$24.4
Licenses, Permits, and Fees	\$9.1	\$9.4	\$9.5	\$9.6
State	\$27.7	\$27.6	\$27.7	\$28.0
Other	\$7.0	\$6.8	\$6.9	\$6.9
Total	\$196.3	\$197.7	\$201.2	\$204.1

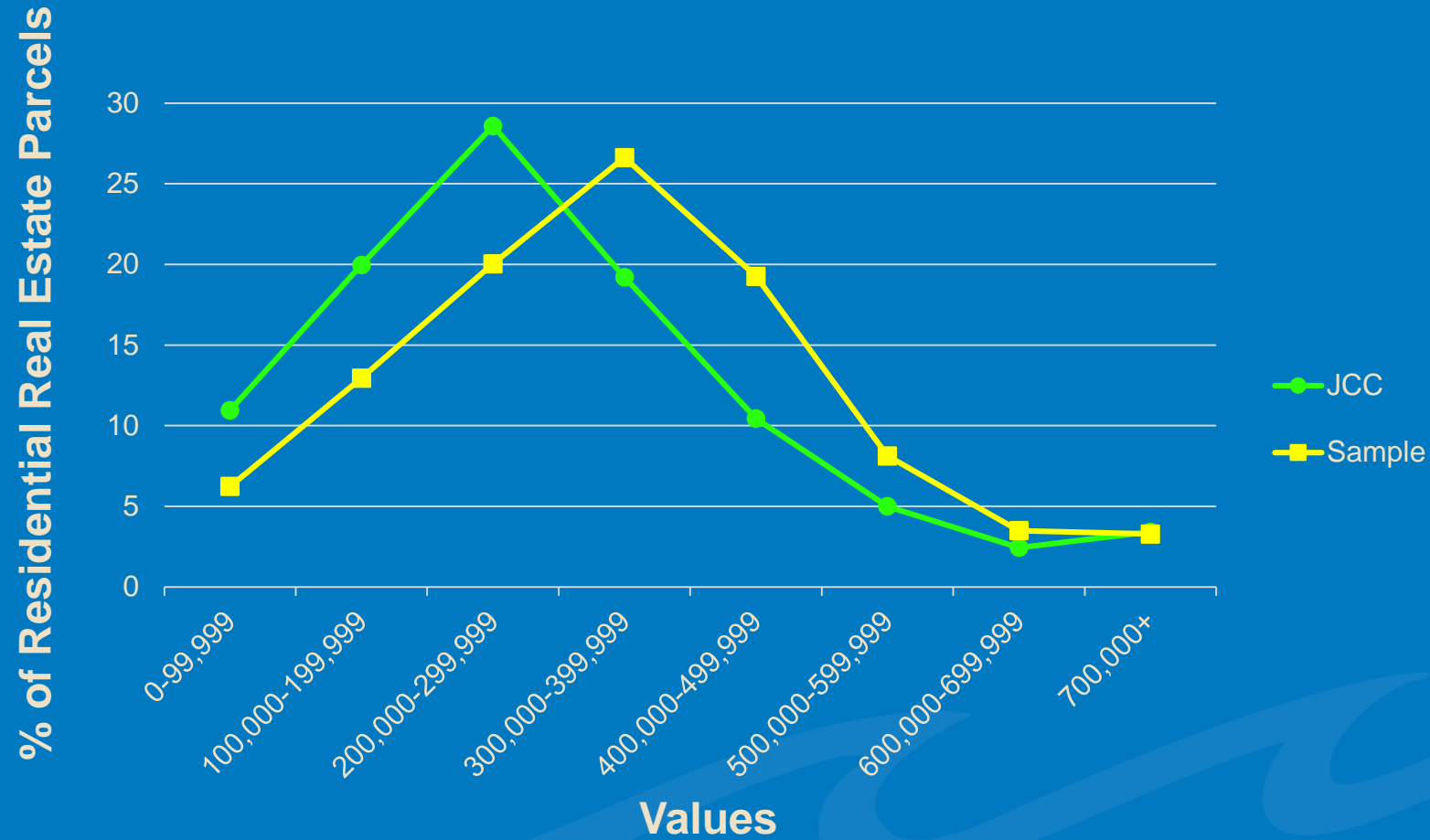
Real Estate Biennial Reassessment Process



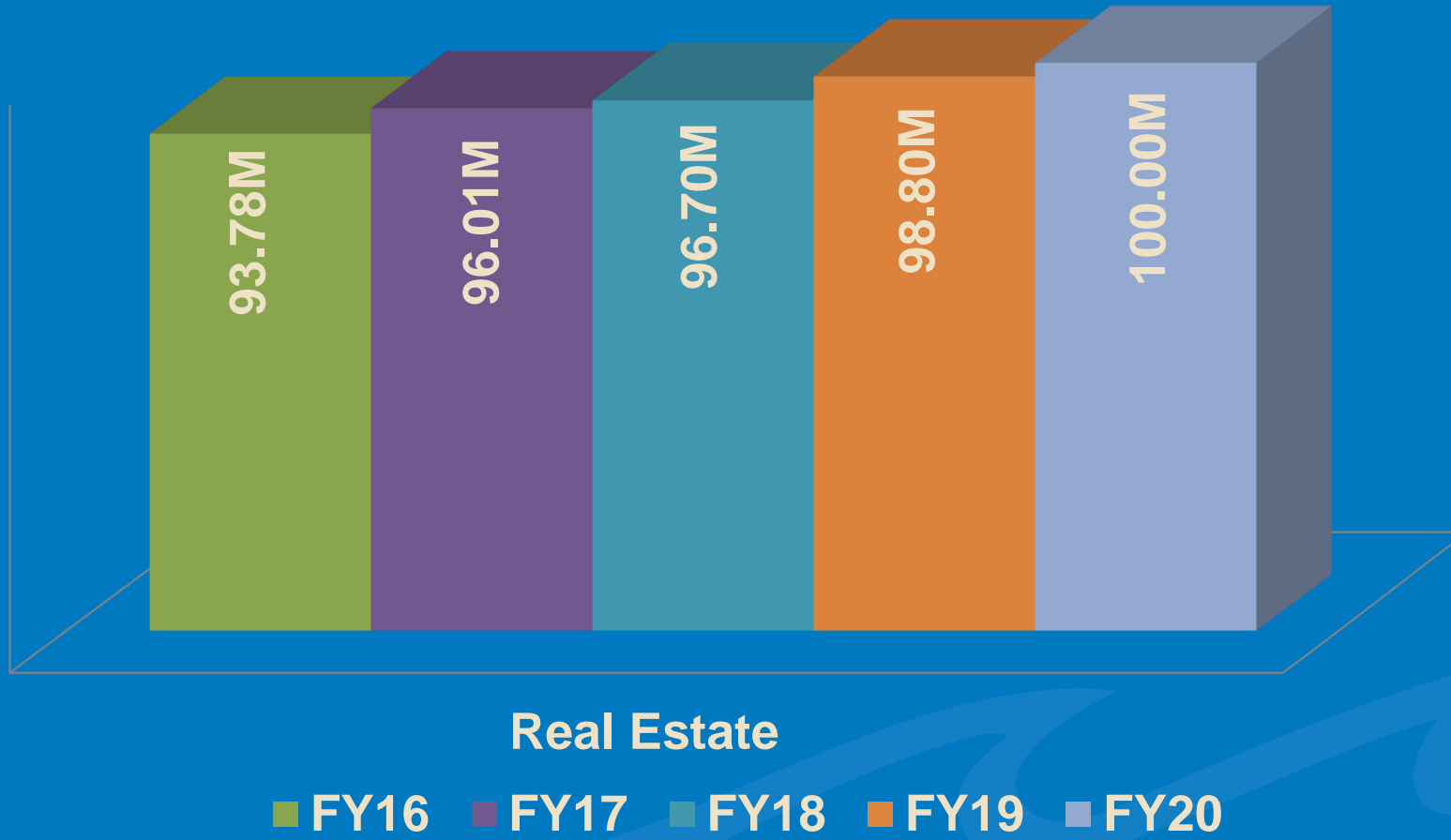
- Current Residential Reassessment estimate .66%
- Current Commercial Reassessment estimate 1.18%



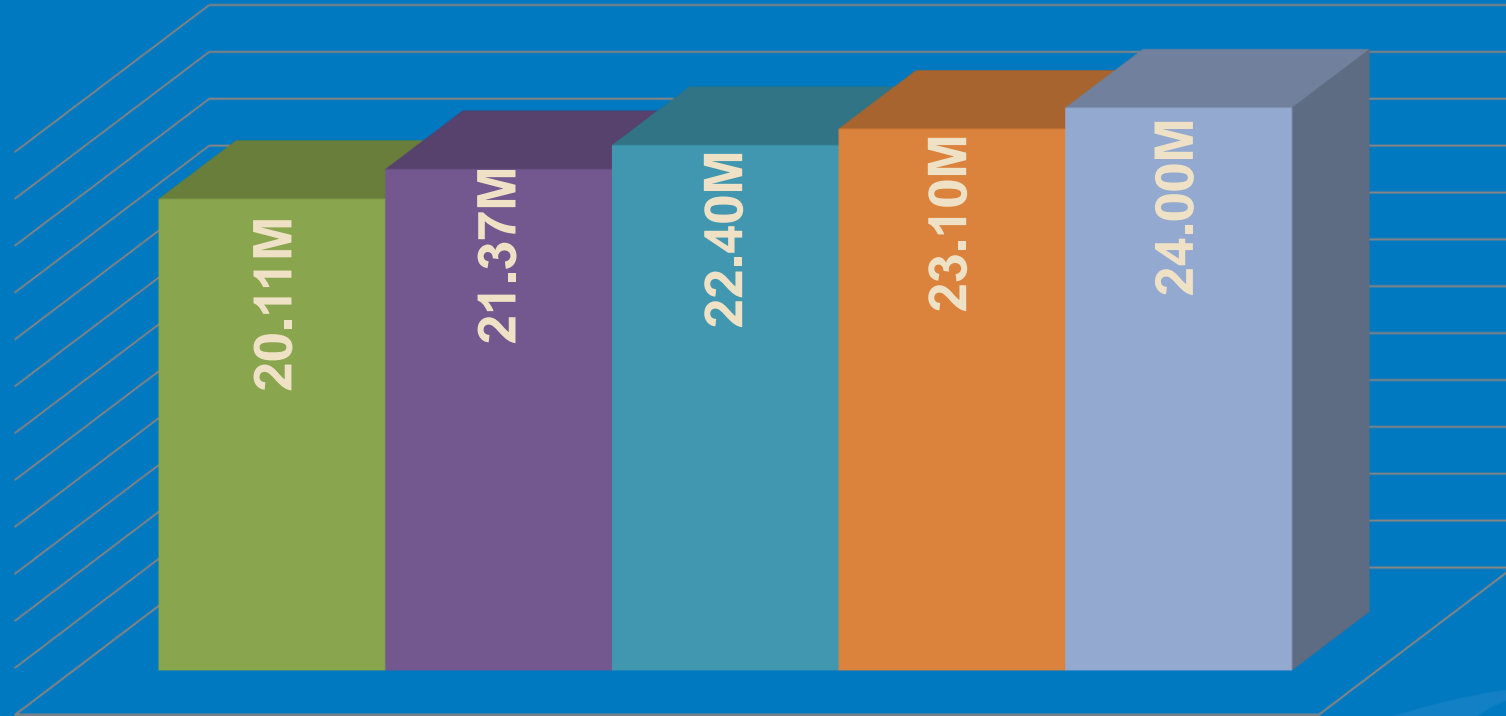
Real Estate Segments



Property Taxes



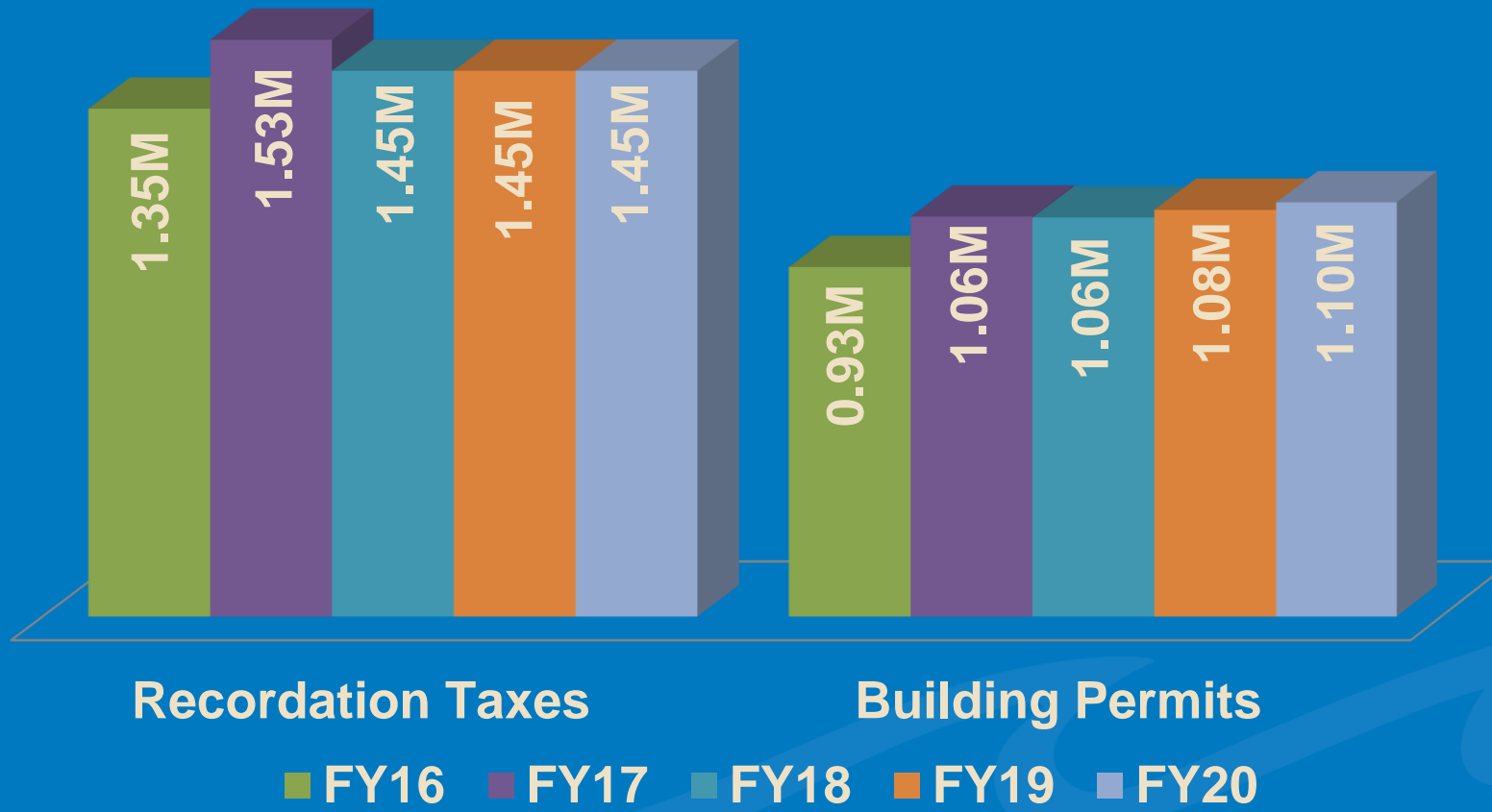
Property Taxes



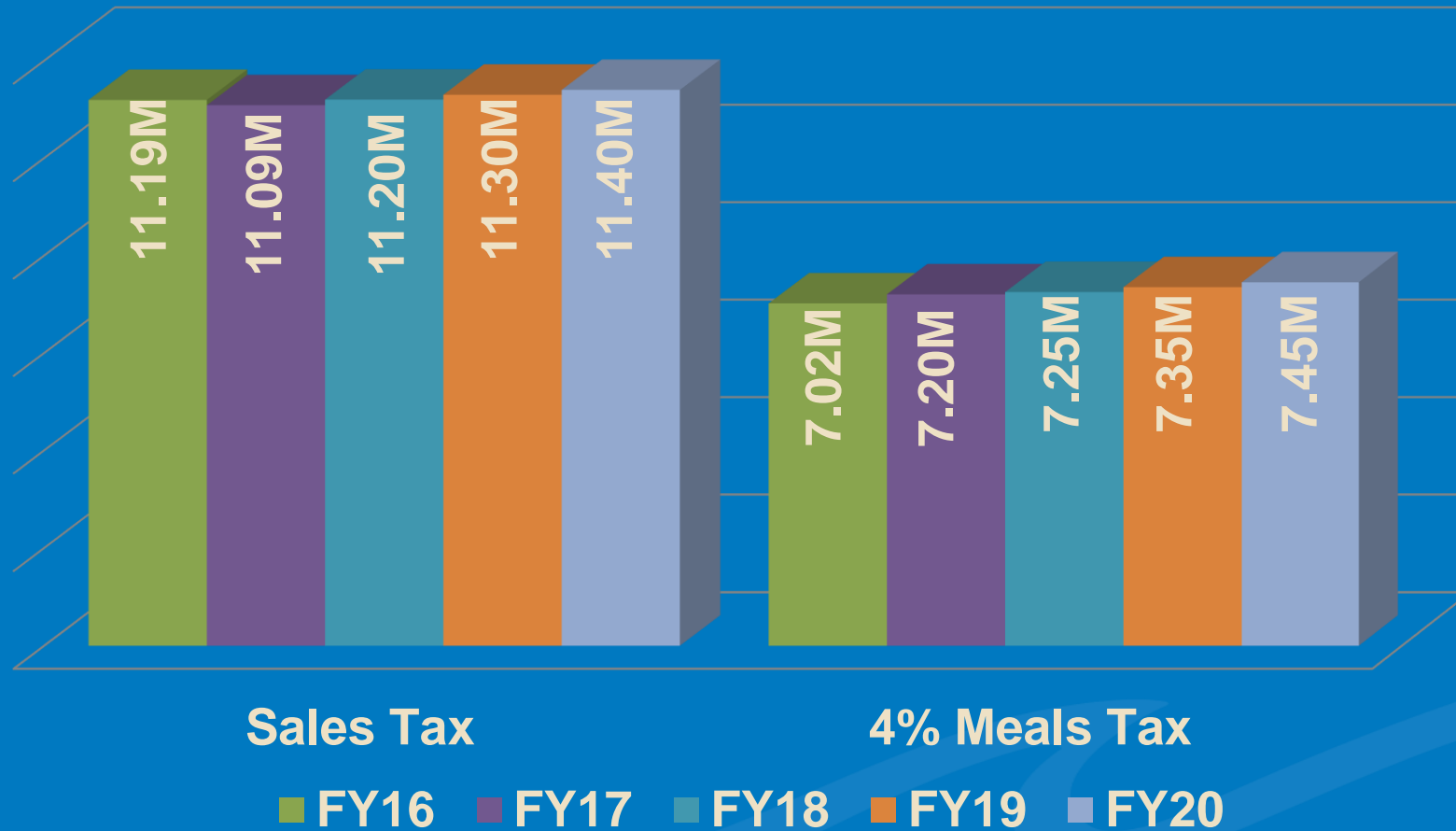
Personal Property

■ FY16 ■ FY17 ■ FY18 ■ FY19 ■ FY20

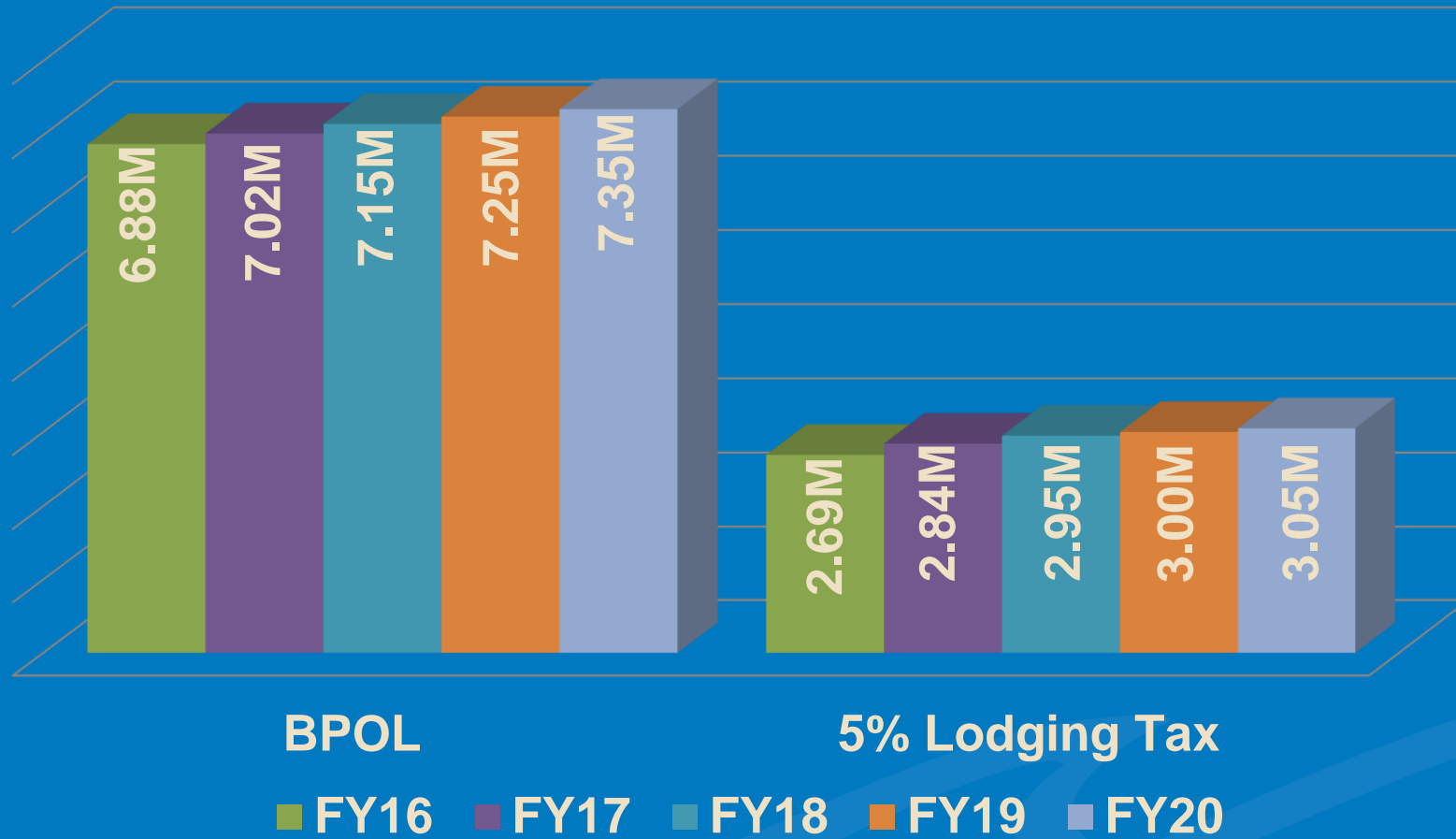
Building Related Revenues



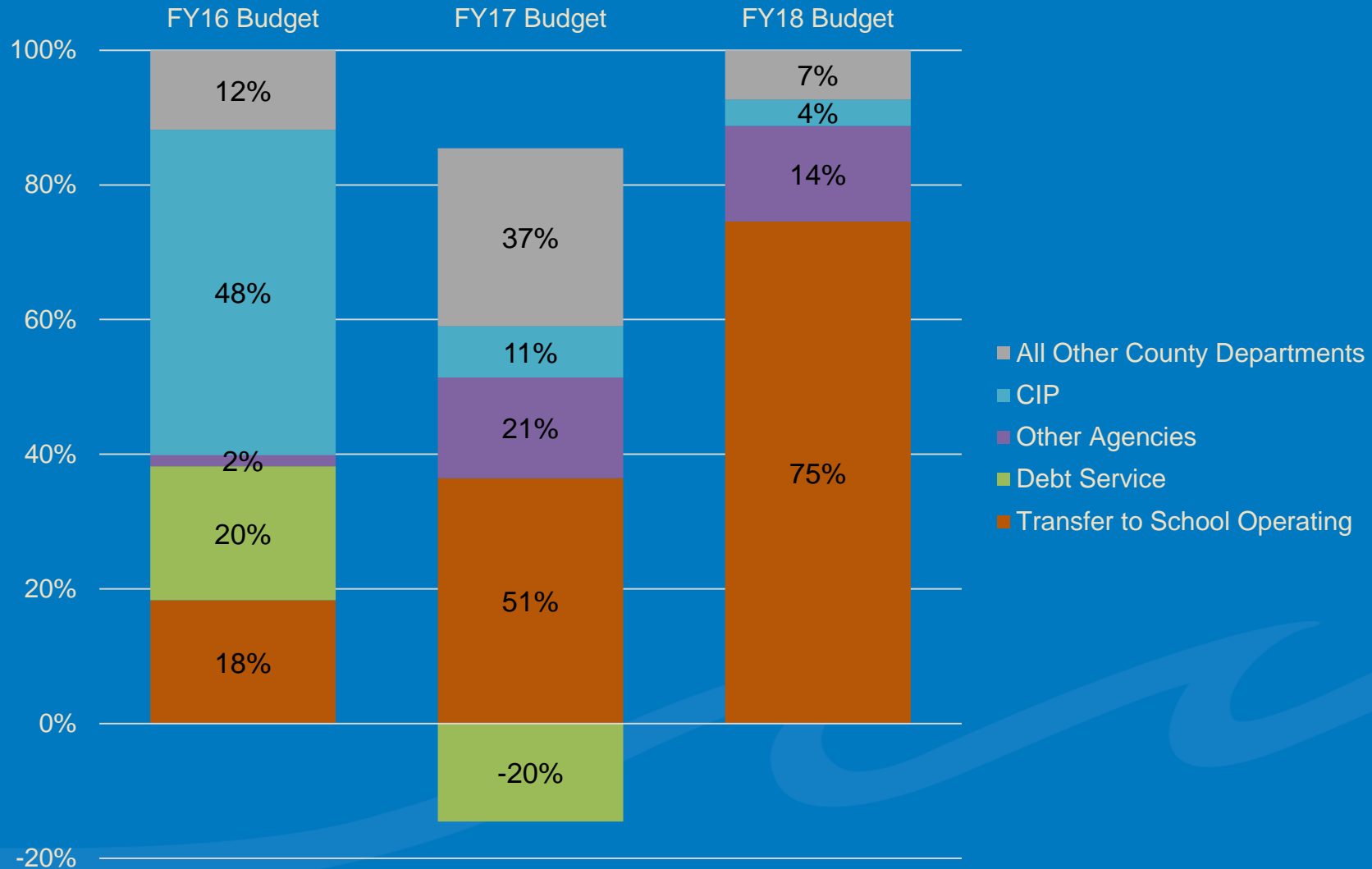
Consumer Driven Revenues



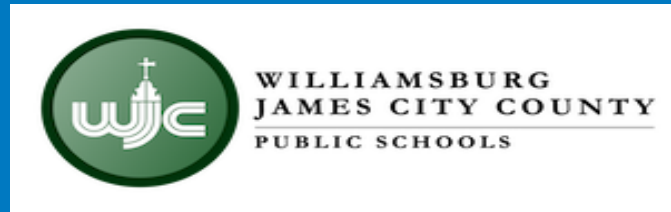
Consumer Driven Revenues



Change in General Fund Expenditures – Past 3 Years



School Budget Highlights



- Governor's Proposed Budget reflects an additional \$1M in State funding from FY2018 (primarily from SOQ and sales tax)
- Local Composite Index reset reflects an increase for JCC; as LCI increases, State funding decreases (inverse relationship)
 - 2016-2018 LCI 0.5641
 - 2018-2020 LCI 0.5657
- Planning includes a shift of \$2.5M to School Operations for James Blair Middle School

Governor's Budget (Issued 12/18/2017)

Major Impacts



Item	Impact
K-12 Public Education	Standards of Quality re-benchmarking, local composite indexes changes, 2% salary increases (effective Dec. 2019)
Public Safety / HB 599 (Police)	Proposed increase, awaiting information
VRS	Lower rates for new biennium (FY2019-FY2020)

**** No funding for local storm water management projects***

Upcoming Key Dates for 2018 General Assembly



February

- 13th Crossover (deadline for legislation to pass its chamber of origin)
- 18th Senate Finance and House Appropriations Committees must report their respective budgets
- 22nd Deadline for each chamber to complete work on its budget

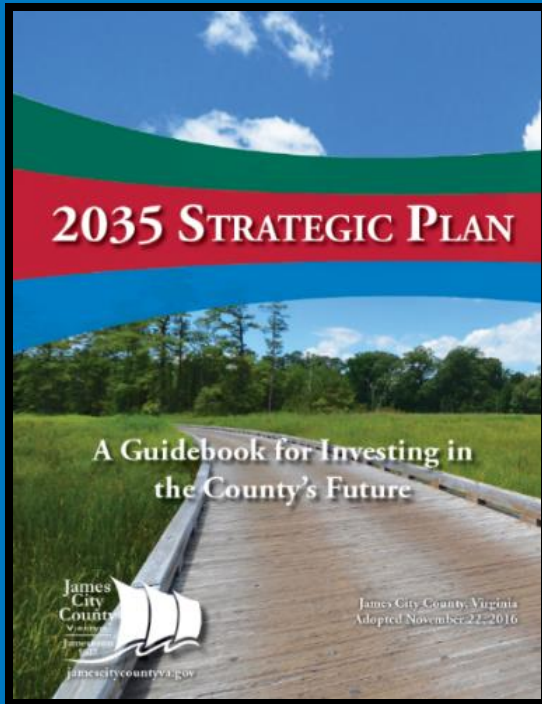
March

- 5th Deadline for committee action on legislation
- 10th Scheduled adjournment

April

- 5th Reconvened session to consider the Governor's amendments and vetoes





Strategic Plan Update

Strategic Plan Goals



Sustainable Long-Term Water supply

Modern Infrastructure, Facilities, and Technology Systems

Expanding and Diversifying Local Economy

Protected Community Character and an Enhanced Built Environment

Exceptional Public Services

High Quality Education

Fiscally Efficient Government

Social Services

Department Strategic Plan



- Finalized in December 2017
- Three areas of focus identified:
 - Team Growth & Culture
 - Service Delivery
 - Awareness & Outreach

Team Growth and Culture

Strategies:

- Stronger culture
- Staff development



Service Delivery

- Strategies:
 - Operational efficiency
 - Emergency preparedness
 - Collaborative solutions to address community needs
 - Safe and affordable housing
 - Stronger elder care



Awareness and Outreach



- Community outreach
- County collaboration
- Physical space



Current Operational Initiatives

- Workforce housing taskforce
- Develop strategies to address findings in housing conditions study
- Workforce development
- Emergency preparedness
- Community paramedicine program



Year 1 for Strategic Plan

- Awareness and Outreach
 - Community outreach plan
- Service Delivery
 - Strategic Plan for seniors
 - Rural rehab specialist
 - Williamsburg Child Health initiative
- Team Growth and Culture
 - Diversity and inclusion plan for staff
 - Educating staff around all programs



Community Development

Community Development



Operational Initiatives:

- Goal 2: Watershed Management Plans
 - In partnership with General Services
- Goal 3: Conduct Scenario Planning
 - In partnership with FMS
- Goal 4: Comprehensive Plan Update

Community Development



Operational Initiatives:

- Goals 3 & 5: Workforce Housing Task Force
- Goal 7: Conduct a Cumulative Fiscal, Infrastructure, Community Character, Environmental Impact Analysis of Expanding the Primary Service Area
- Goal 7: Fiscal Impact Model to Assess Development Impacts on Fiscal Health

Community Development



Goal 2 - Capital Initiatives:

- Transportation Match
 - Croaker Road
 - Route 60 relocated
 - Longhill Road Phase II
 - Pocahontas Trail

General Services

General Services



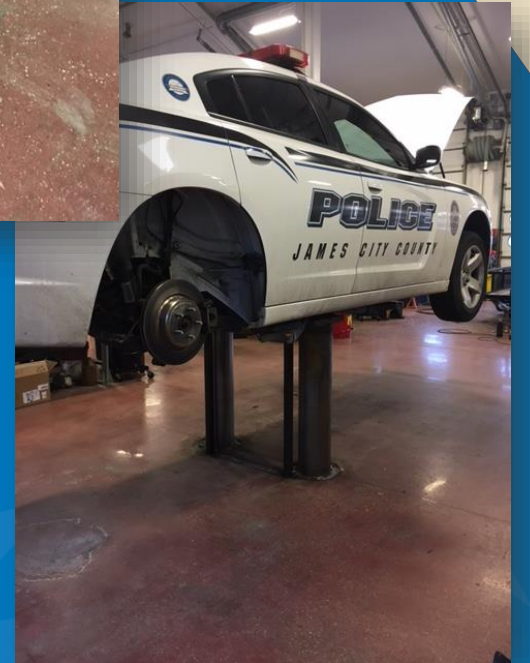
Goal 2 - Operational Initiatives:

- Conduct a Study of County Office Space Needs
- Develop Long Range Facilities Plan in Coordination with WJCC Schools
- Develop Comprehensive County Facility Asphalt Repair/Replacement Plan

General Services

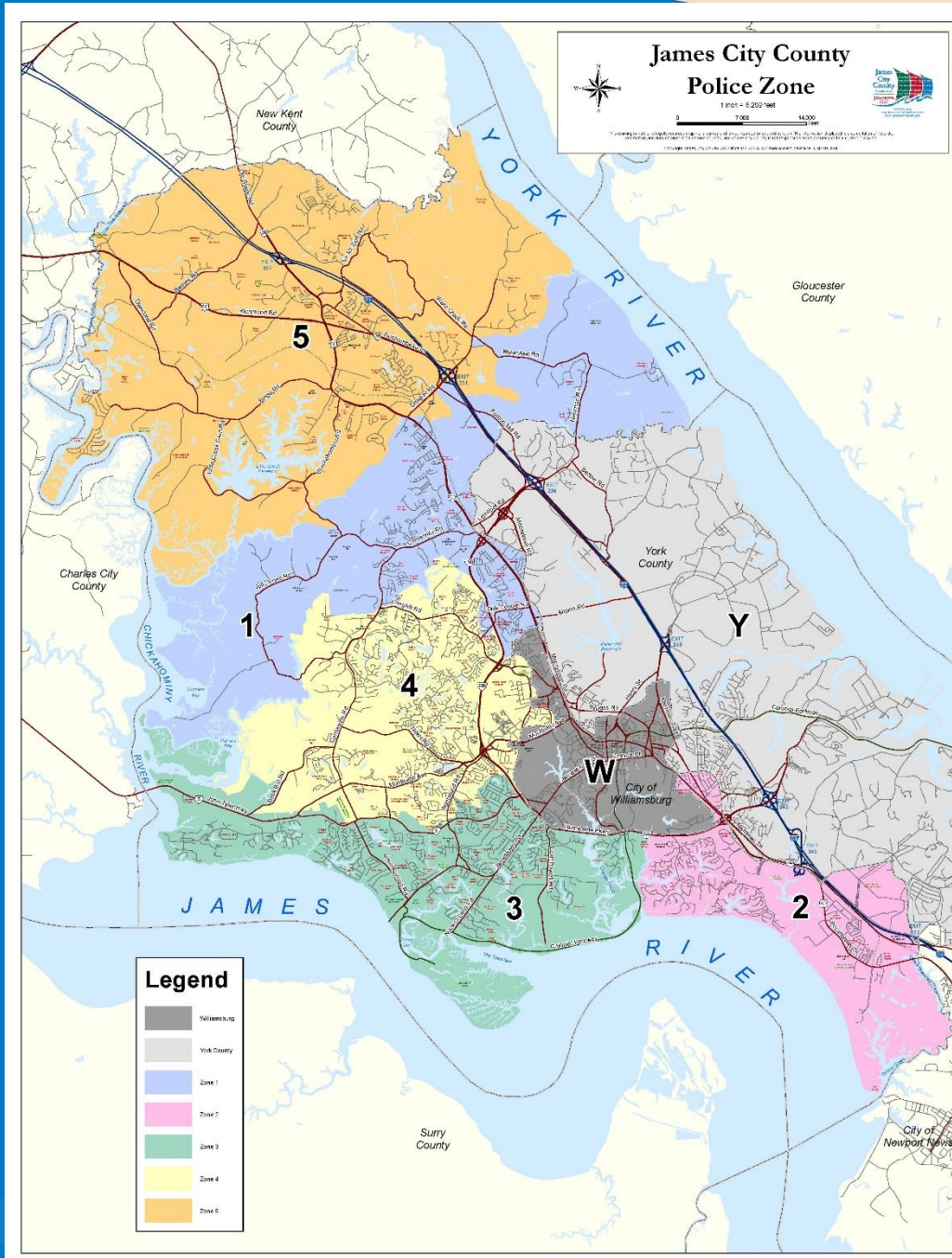
Capital Initiatives:

- Goal 2: Implement Stormwater CIP Projects
- Goal 5: Replacement of Vehicle Lifts at Fleet & Equipment

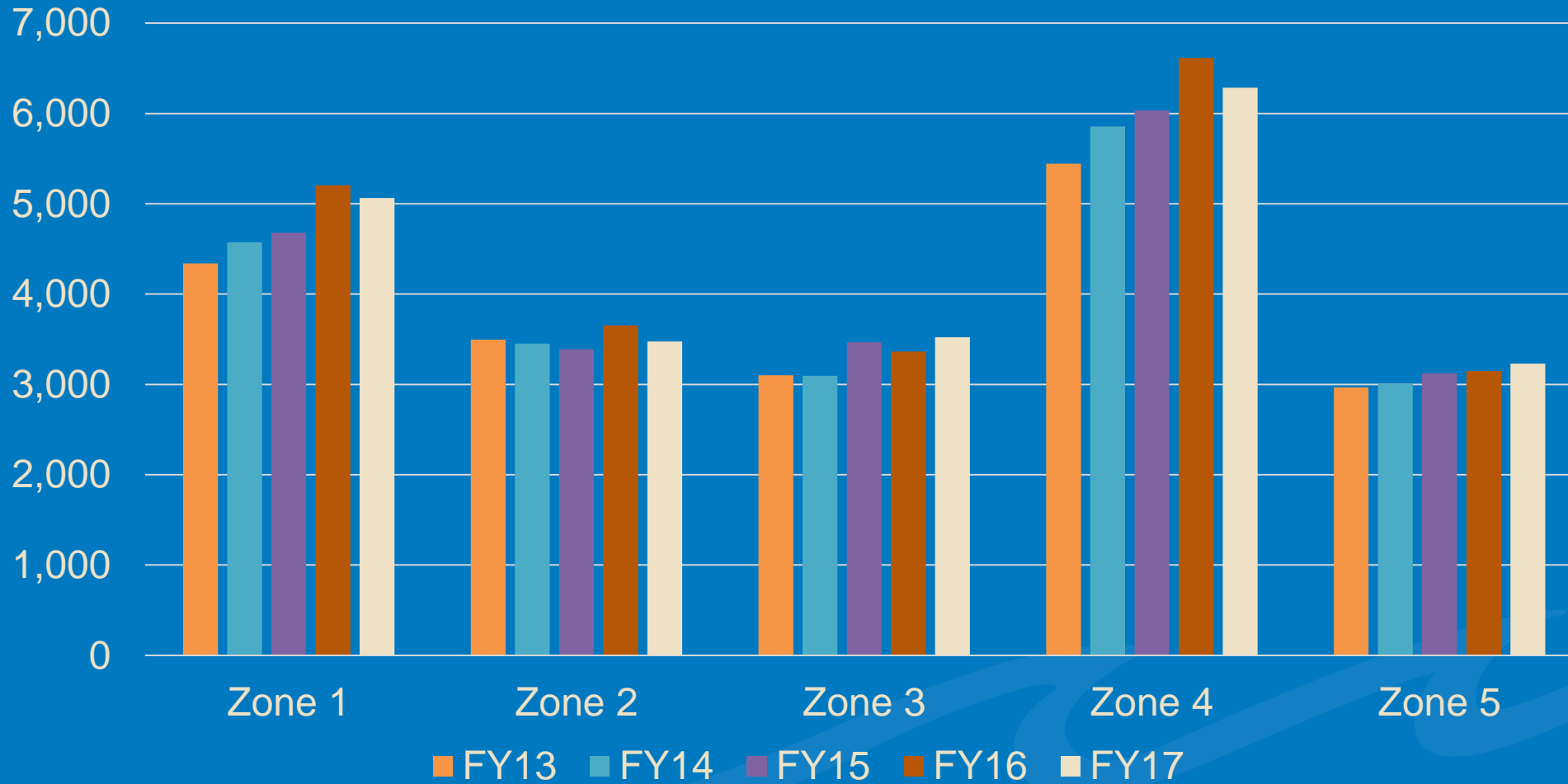


Police

Police Zones



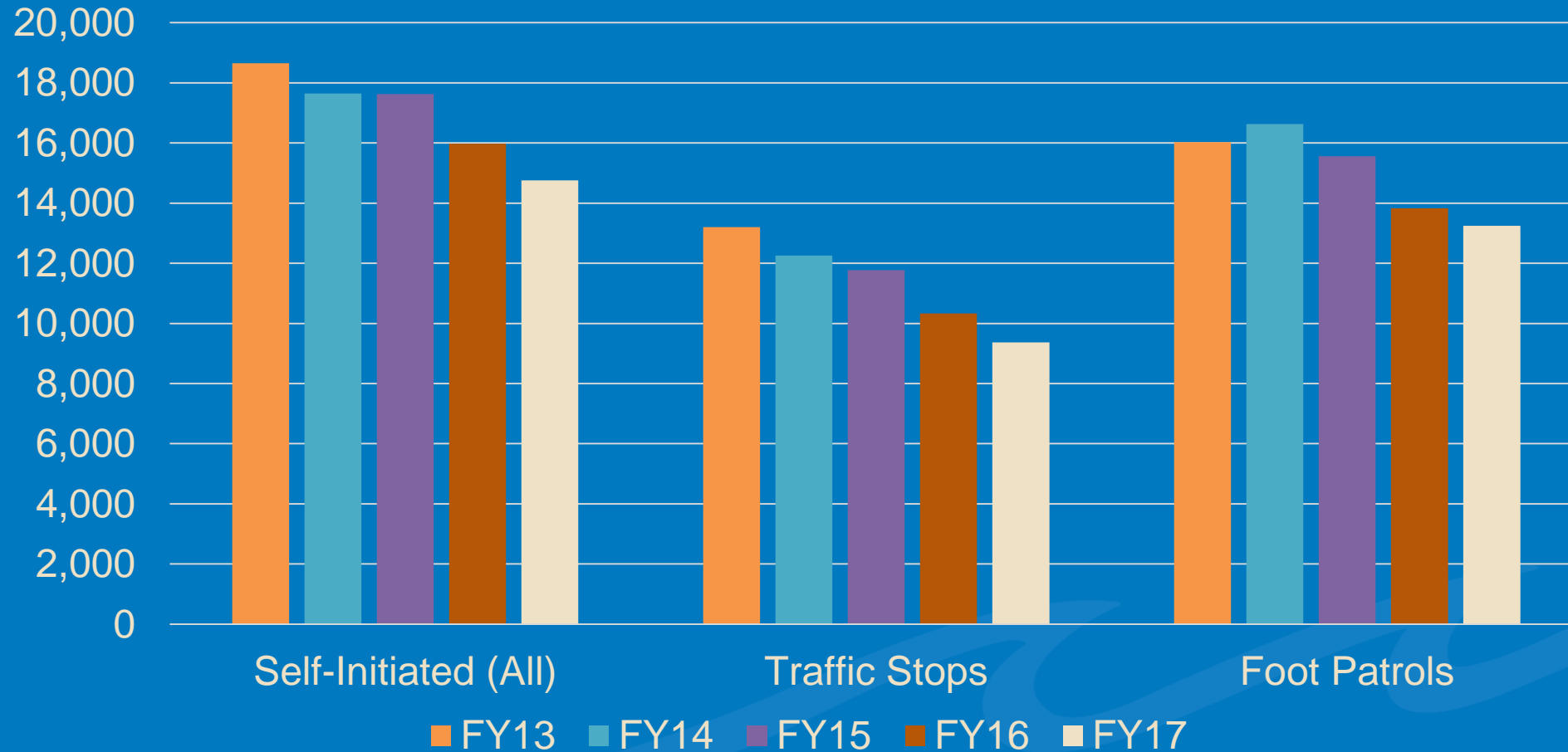
Calls for Service By Zone



Preventative Decrease



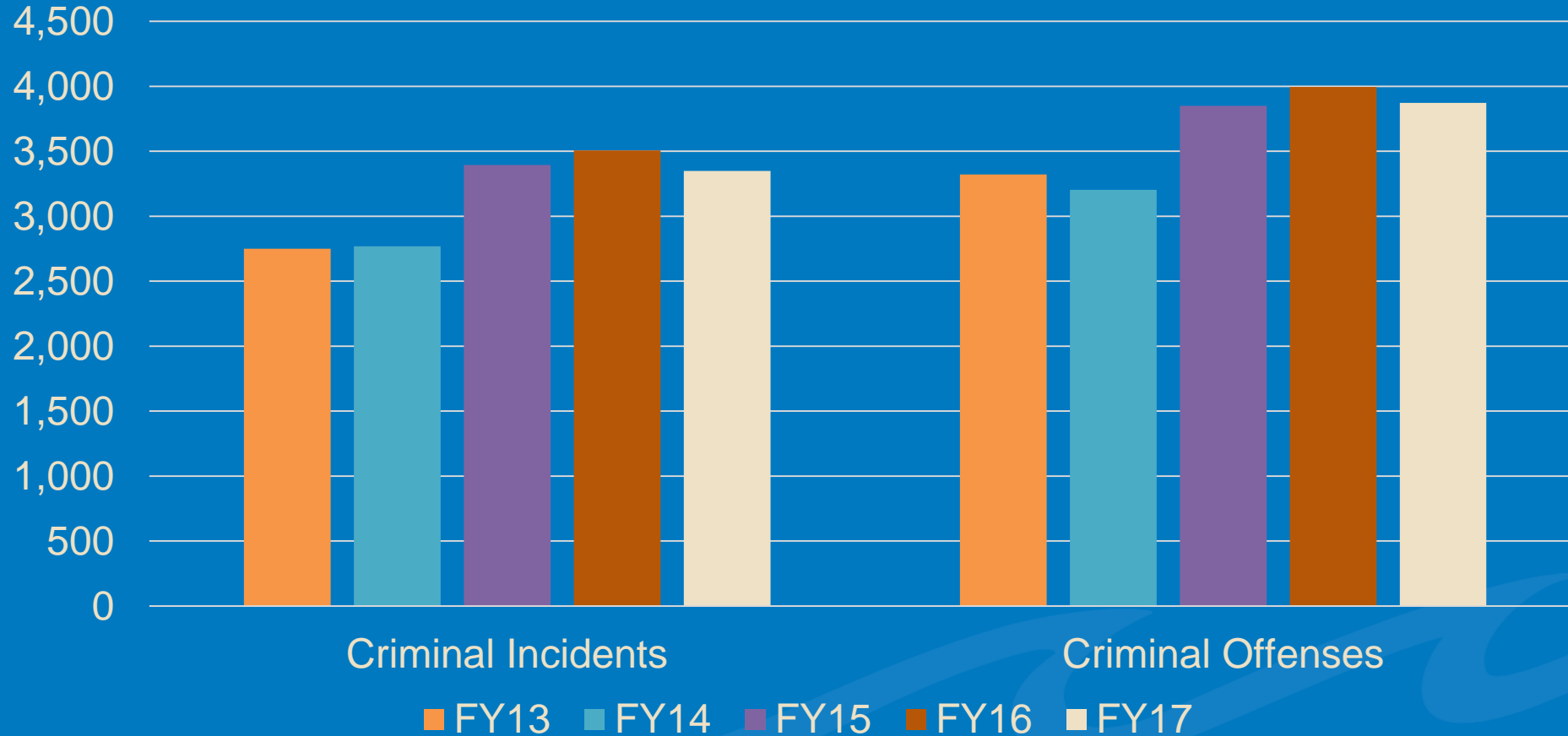
Officer Self-Initiated Activity



Reactive Increase



Incidents and Offenses



Response Times



Goal 5: Exceptional Public Service

- Operational Initiative:
 - Better address efforts to combat/reduce crime & manage citizen calls for service
 - Add a sixth Police zone
 - Requires six Police Officers phased in over time



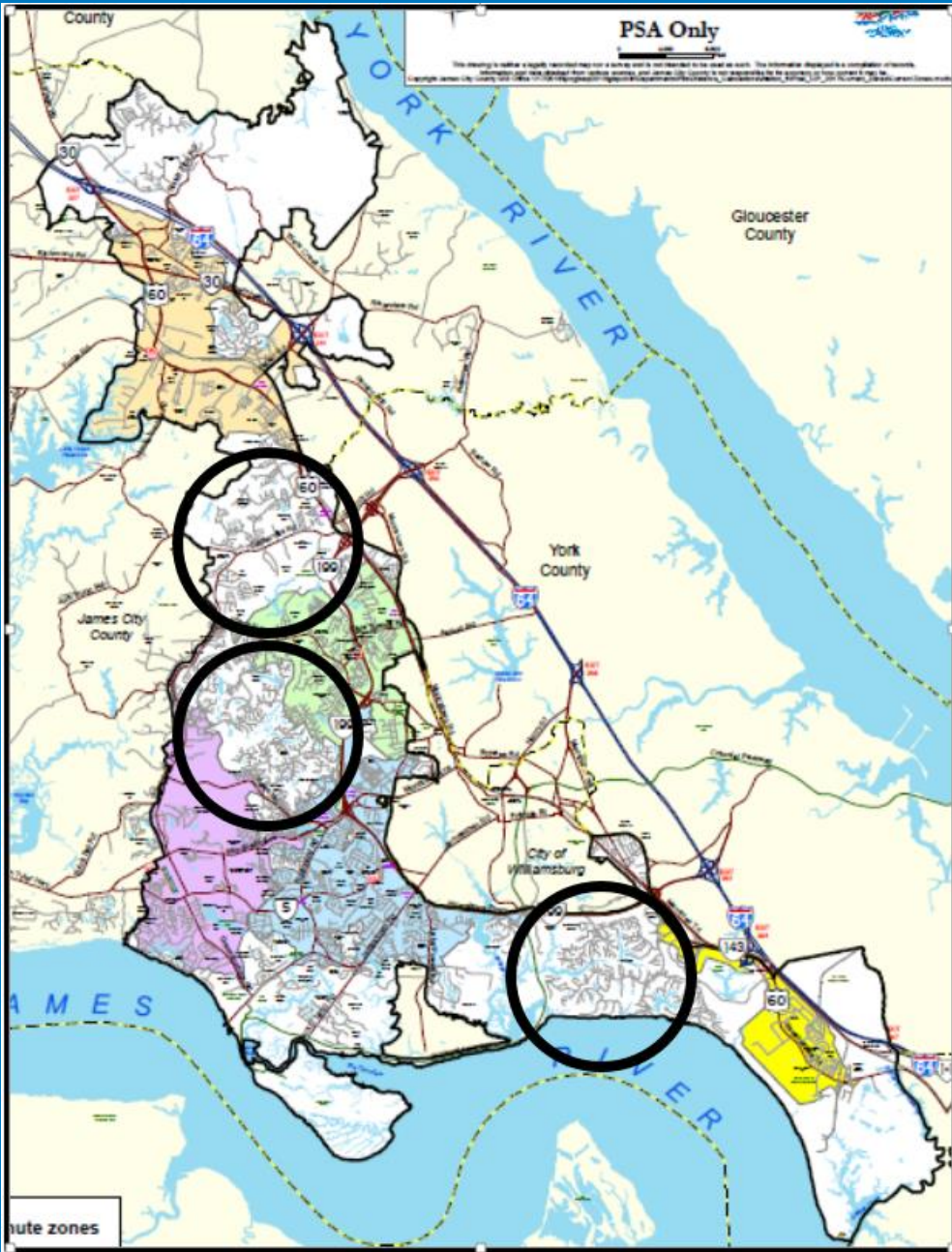
Fire



Toward 2035: Leading the Way Comprehensive Plan

Public Safety: Fire Protection and Emergency Medical Services

- Provide response times of six minutes or less
- Provide a fire station for areas that generate 365 or more emergency incidents per year



Three areas outside six minutes and 365 incidents

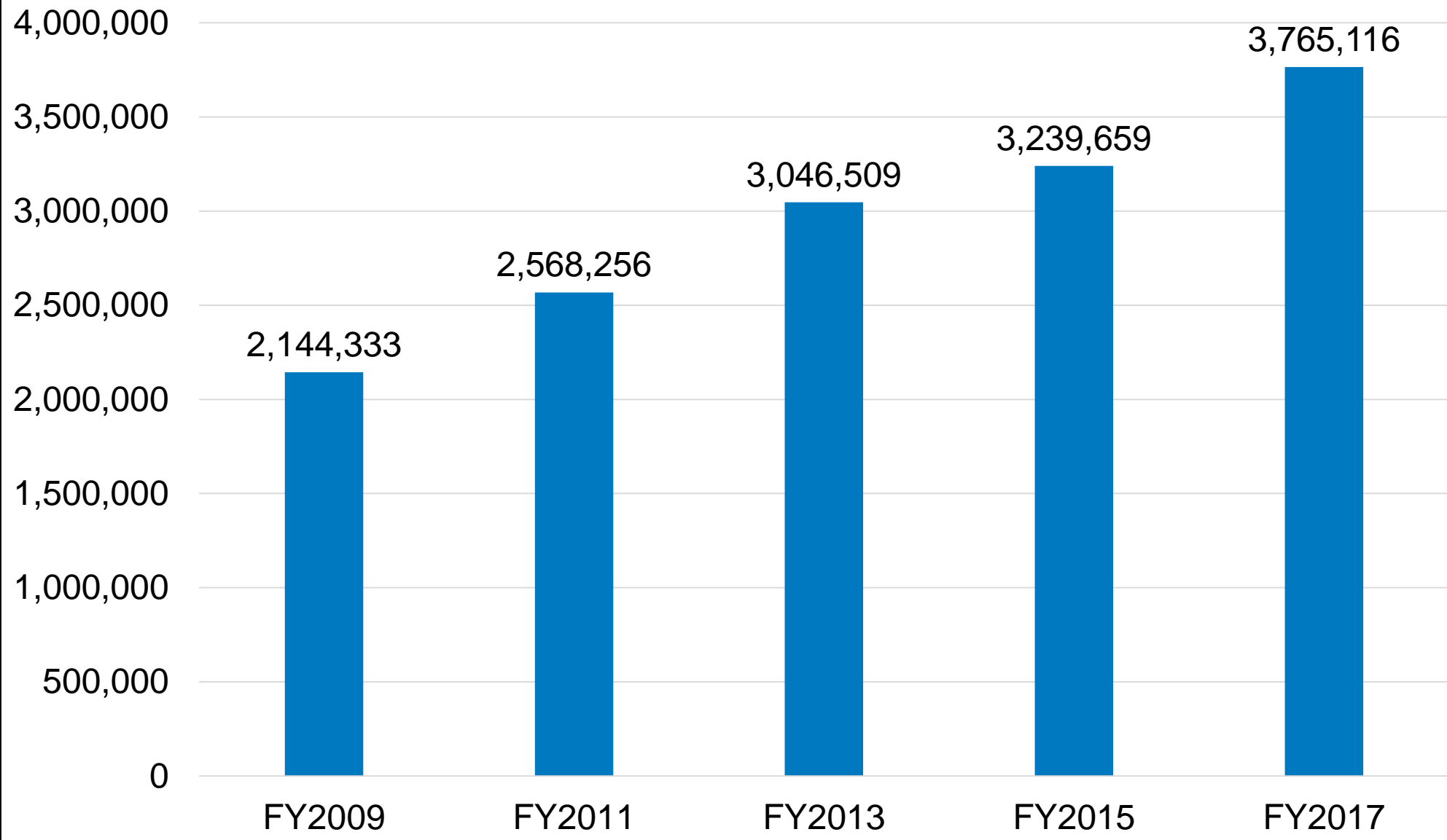
Goal 5: Exceptional Public Services



- Capital Initiative:
 - Implement Safety/Fire Station Improvements
 - Construct 6th fire station
 - Timing from land acquisition to completion is 4 years
- Operational Initiative:
 - Phase in staffing for 3 hires per academy (total of 18) until opening of station

Parks and Recreation

Parks & Recreation Participation FY2009-FY2017



Goal 2: Modern Infrastructure, Facilities, & Technology Systems



- Operational Initiative:
 - Develop a plan to reclaim hospital area at the JCCRC for program space for users



Goal 5: Exceptional Public Service



- Operational Initiatives:
 - Continue to expand Parks and Recreation services to low income neighborhoods through partnerships
 - Update greenways master plan
 - Complete Parks and Recreation National Accreditation
 - Complete master plan revisions for all individual parks



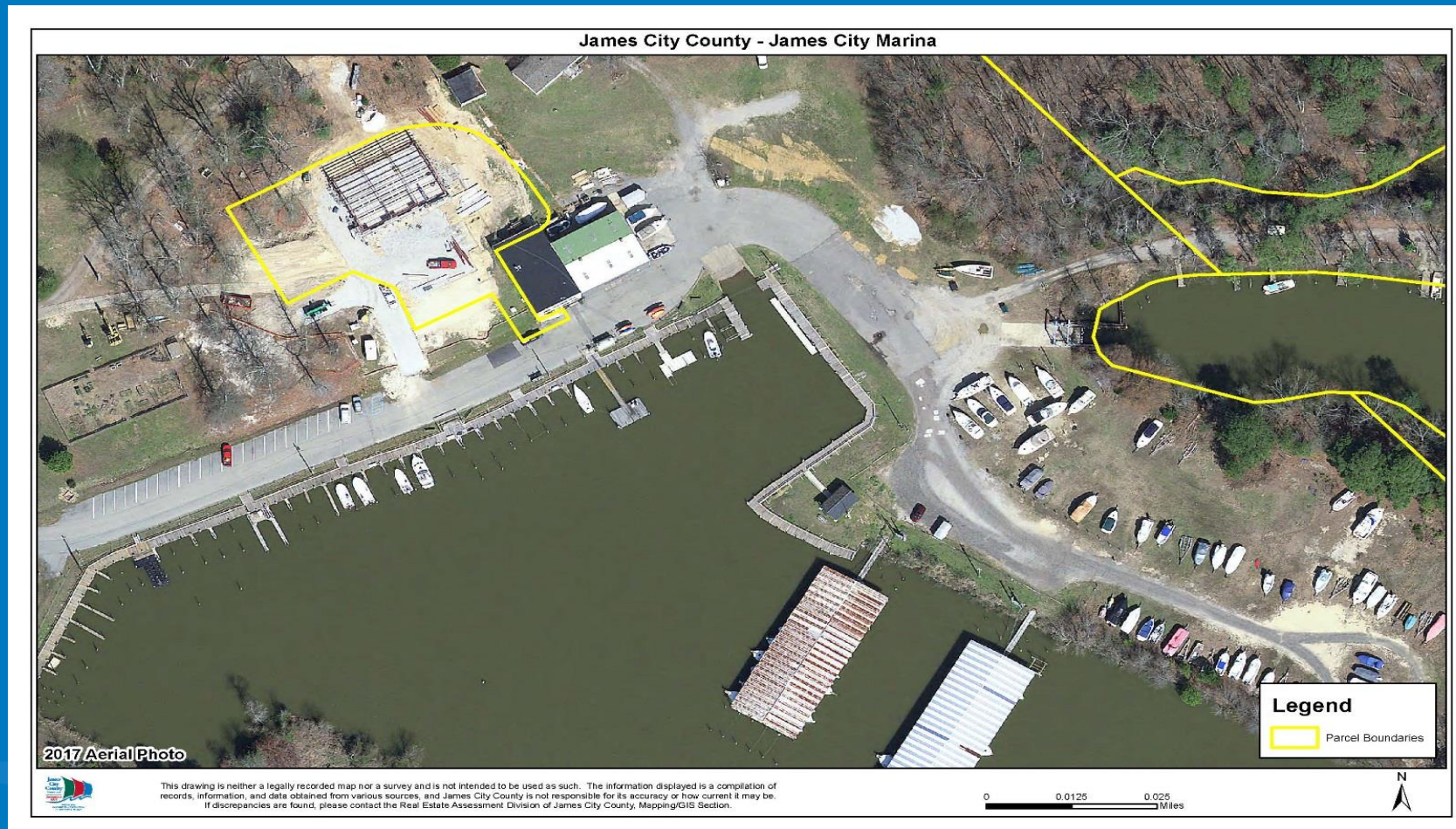
Goal 5: Exceptional Public Service



- Capital Initiatives:
 - Warhill Sports Complex improvements
 - Jamestown Beach Event Park improvements
 - Recreation Center Park improvements
 - ADA required Parks and Recreation facility improvements

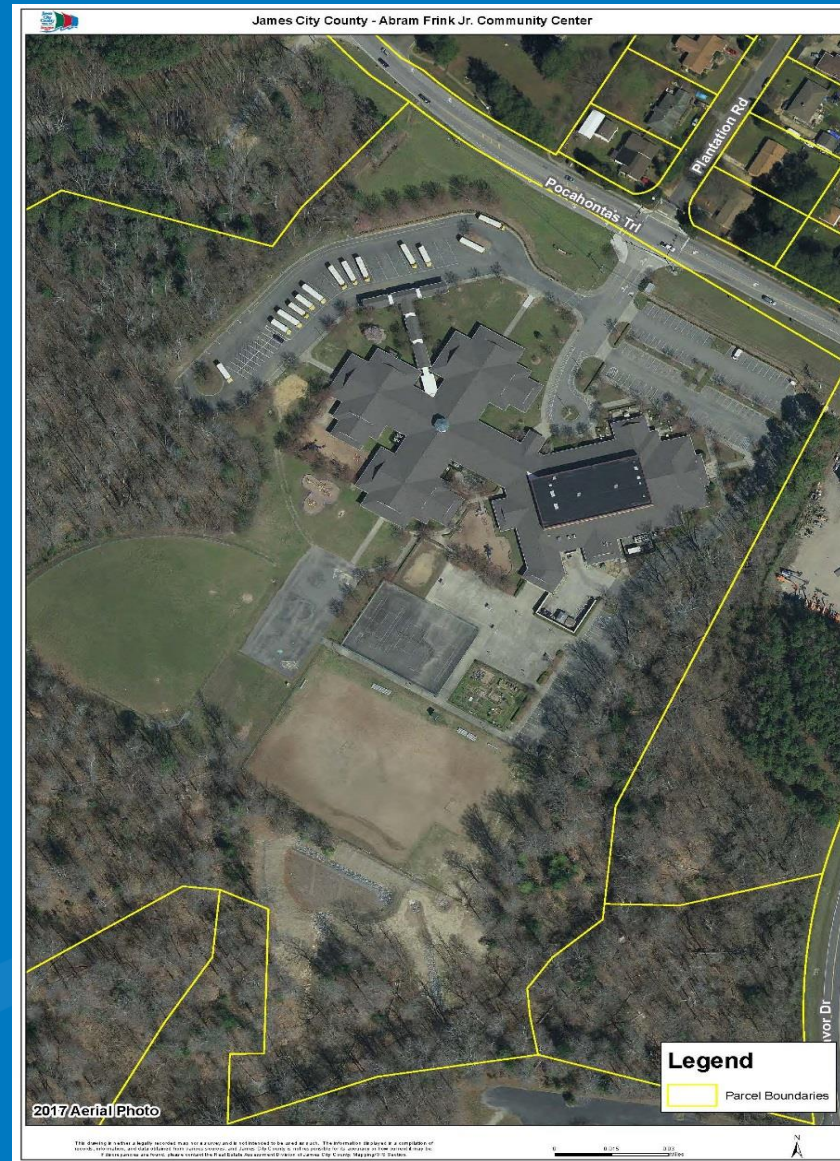
Goal 5: Exceptional Public Service

- Capital Initiatives: James City County Marina improvements



Goal 5: Exceptional Public Service

- Capital Initiatives:
 - Abram Frink Community Center Park improvements



Information Resources Management

Goal 2: Modern Infrastructure, Facilities & Technology Systems



Operational Initiatives:

- Develop Enterprise Architectural Plan
- To start FY2020

Goal 7: Fiscally Efficient Government



Capital Projects – Implement County Operations Improvements

Software	Status
County Attorney Case Management	Operational January 2018
Commonwealth's Attorney Case Management	Operational Spring 2018
Land Development Software Replacement	Operational Spring 2018
Asset Management Software Replacement	Operational Spring 2019
Parks & Recreation Software Replacement	RFP in Review
Accounting, Budgeting & Purchasing Software Replacement	RFP in Development

Goal 7: Fiscally Efficient Government



Capital Projects – Implement County Operations Improvements

- Phase 2 Fiber Optic Cabling



Economic Development

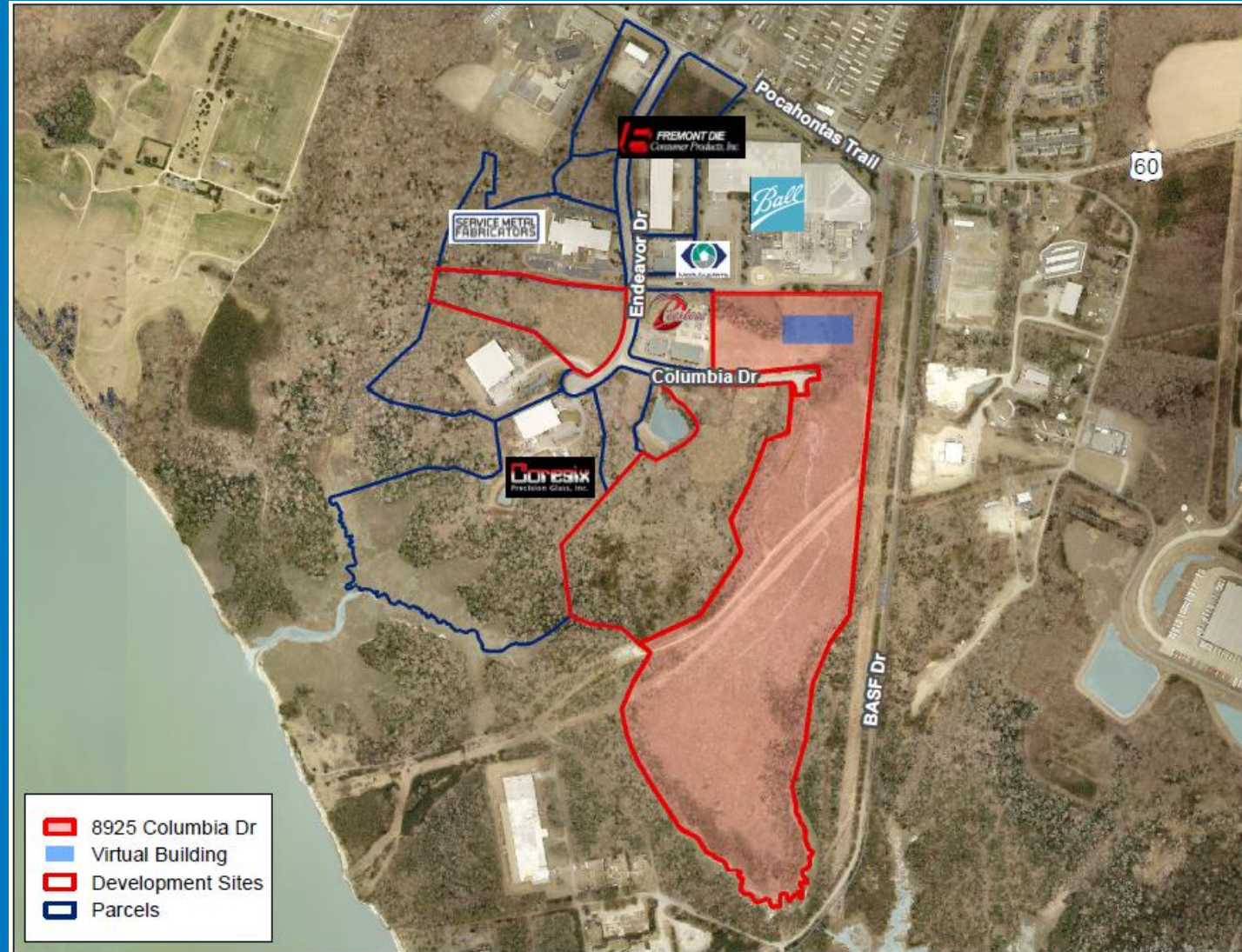
Operational Initiatives



- Identify Opportunities to Prepare Shovel Ready Sites for Industrial and Business Development, with Preference for Locations within the Primary Services Area (PSA)
- Implement Target Industries Study Strategies
- Coordinate with Regional Partnerships (Tourism and Economic Department Initiatives)

Operational Initiative

- Prepare Shovel Ready Sites



James River Commerce Park

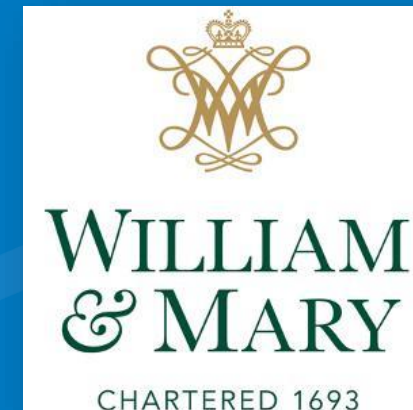
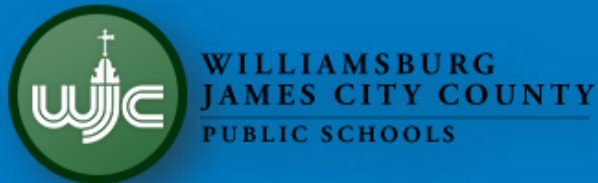
Jamestown Marina & Beach

- Ambler House rehab



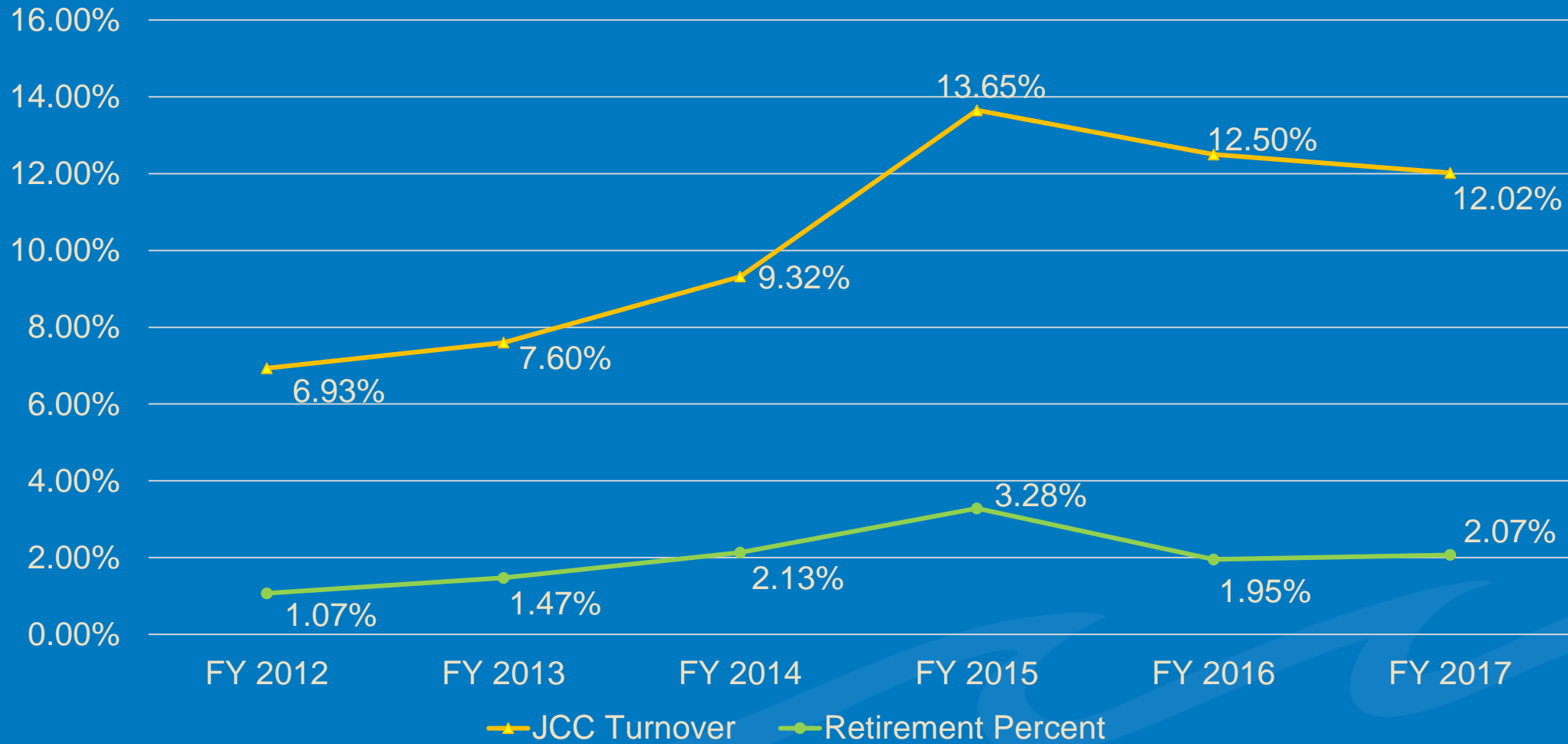
Operational Initiative

“Coordinate with Regional Partnerships
(Tourism and Economic Department Initiatives)”

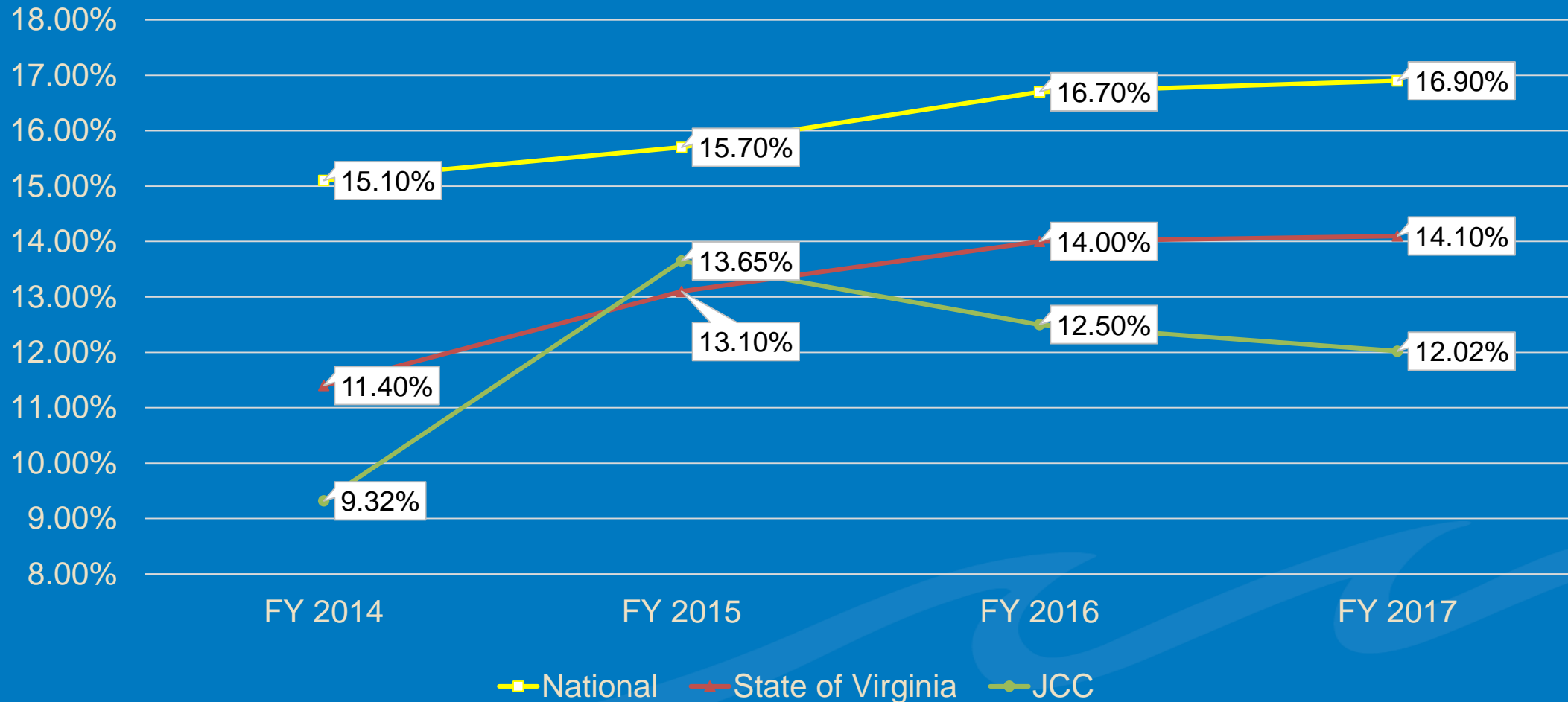


Human Resources

Turnover By Fiscal Year



National, State and County Turnover



Evergreen Class. & Comp. Study



Strategic Plan:

- Goal 5: Exceptional Public Service, by hiring and retaining the best workforce for James City County
- Goal 7: Fiscally Efficient Government, by lowering the disruption and costs of workforce turnover

JCC Human Resources has contracted with Evergreen Solution, LLC, a public sector management consulting firm, to complete a comprehensive classification and compensation study to ensure we are fairly and competitively compensating our workforce.

Evergreen Class. & Comp. Study



Classification Study:

- Resolve inconsistencies related to job requirement and placement in the pay scale
- Update job descriptions

Compensation Study:

- Comparison of pay for similar positions
- Tools used: Orientation sessions, Focus Groups, Job Assessment Tools (JATs), Management Issue Tools (MITs), Market Surveys

Evergreen Class. & Comp. Study



- 3 Orientation Sessions with 130 staff
- 27 Focus Groups with 260 staff
- 817 JATs completed, 88.5% of workforce
- 106 MITs completed
- 66 Benchmark classifications
- 22 Market peers
- 705 Market matches made

Evergreen Class. & Comp. Study



- Evergreen found that overall JCC salary ranges are:
 - 8.9% below the market average minimum across all surveyed job titles;
 - 10.5% below the market midpoint average; and
 - 11.6% below market average at maximum of the range.
- Next steps:
 - Updated compensation plan tied to the market
 - Multiple options for adjusting salaries to the new plan

Strategic Plan Priorities



Goals 2, 5, 7

Recruitment & Retention

- Maximize HRIS System to lower County's time to hire
- Launch Centralized Volunteer Program to increase volunteers from 800 to 1000 in FY 19-20

Training & Development

- Update New Employee Orientation to include paid and volunteer staff
- Launch County wide Harassment Prevention Training

Strategic Plan Priorities



Goals 2, 5, 7

Classification & Compensation

- Implement Evergreen classification & compensation study results

Policy & Legal Compliance

- Continue to update policy manual to support Strategic Plan outcomes

County's Budget Cycle

FY2019-FY2020 Budget Timeline

Date	Item
Jan. 9, 2018	Pre-budget public hearing
Jan. 19, 2018	Outside agency funding requests due
Jan. 23, 2018	Budget work session
March 30, 2018	Proposed budget document completed and posted to website
April 10, 2018	Public hearing
April 11-13, 2018	Board of Supervisors community meetings
April 24, 2018	Work session
April 26, 2018	Work session
May 8, 2018	Budget adopted
May 15, 2018	Adopted budget document completed and posted to website

Questions?

ITEM SUMMARY

DATE: 1/23/2018

TO: The Board of Supervisors

FROM: Teresa Fellows, Deputy Clerk

SUBJECT: Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia and pertaining to the Planning Commission and the Thomas Nelson Community College Board

Pertains to the At-Large Seat on the Planning Commission and a vacated term on the Thomas Nelson Community College Board.

ATTACHMENTS:

Description	Type
-------------	------

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority	Fellows, Teresa	Approved	1/18/2018 - 11:34 AM

ITEM SUMMARY

DATE: 1/23/2018
TO: The Board of Supervisors
FROM: Teresa Fellows, Deputy Clerk
SUBJECT: Adjourn until 5 p.m. on February 13, 2018 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	1/16/2018 - 1:44 PM